

UW PATHOLOGY RESIDENCY/FELLOWSHIP PROGRAMS EVALUATION INSTRUCTIONS

Please use Internet Explorer, other Browsers may not work -

<https://medeval.som.washington.edu/>

Login: (UWNetID)

Password:

When logging in, you may contact Tabitha @

<https://www.pathology.washington.edu/inq/enduser/> or tabitha2@u.washington.edu if you have any issues or difficulty recalling your password.

COMPLETING AN ASSIGNED EVALUATION (After you log in)

STEP 1 - Open your list of new or pending evaluations

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Evaluations

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Procedures

- [Review Procedures you supervised](#)

STEP 2 - Removing an evaluation from the queue

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Evaluation > Display

Complete Required Evaluations [Help](#)

Completion Status: ☐ Completed ☐ Expired ☐ Not Applicable ☒ In Progress ☒ No Action Taken

Due Status: ☒ Pending ☒ Due ☒ Overdue ☒ On the Fly

Evaluation Form:

Rotation:

Academic Year:

[View](#)

Rotation	Evaluator	Start Date	End Date	Evaluatee	Evaluation Form	Status
UWMC-PATH-Breast, GI/Liver Biopsy	Attending, Example2	07/11/2008	07/11/2008	Attending, Example1	Resident Evaluation - Anatomic Pathology	Due / In Progress Evaluate N/A

of Evaluations: 1

Search tool for specific evaluations - this is default setting

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Evaluation > Display

Not Applicable

Please describe why this Evaluation is to be considered N/A:

[< Back](#) [Save](#) [CLICK](#)

Click if you did not work with resident/fellow

STEP 3 - Select the evaluation you wish to complete

As you can see, listed for you will be: Rotation, Dates, and who or what you are evaluating.

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Evaluation > Display

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Complete Required Evaluations Help

Completion Status: ☐ Completed ☐ Expired ☐ Not Applicable ☒ In Progress ☒ No Action Taken

Due Status: ☒ Pending ☒ Due ☒ Overdue ☒ On the Fly

Evaluation Form:

Rotation:

Academic Year:

View

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of Evaluations: 1

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Evaluation > Display

Home
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Evaluator: Attending, Example2 (Attending) Evaluatee: Attending, Example1
Date: 07/11/2008 to 07/11/2008 Academic Year: 2008-2009
Rotation: UWMC-PATH-Breast, GILiver Biopsy

Identifier Information

Resident Evaluation - Anatomic Pathology

This evaluation is intended to provide constructive feedback to the resident concerning his/her training progress in the University of Washington Pathology Residency Program. Faculty members need to address specific areas of development as they relate to the ACGME Essential Competencies and to provide detailed comments about the trainee's strengths and areas for improvement.

ACGME Essential Competencies

- 1. Patient Care** - Residents must demonstrate a satisfactory level of diagnostic competence and the ability to provide appropriate and effective consultation in the context of pathology services.
- 2. Medical Knowledge** - Residents must demonstrate knowledge about established and evolving biomedical, clinical and cognate sciences and the application of this knowledge to pathology.
- 3. Practice Based Learning and Improvement** - Residents must be able to demonstrate the ability to investigate and evaluate their diagnostic and consultative practices, appraise and assimilate scientific evidence and improve their patient care practices.
- 4. Interpersonal Communication Skills** - Residents must be able to demonstrate interpersonal and communication skills that result in effective information exchange and teaming with other health care providers, patients and patients' families.
- 5. Professionalism** - Residents must demonstrate a commitment to carrying out professional responsibilities, adherence to ethical principles, and sensitivity to a diverse patient population.
- 6. Systems-Based Practice** - Residents must demonstrate an awareness and responsiveness to the larger context and system of health care and the ability to call on system resources to provide pathology services that are of optimal value.

FACULTY PARTICIPATING IN THIS EVALUATION

This evaluation can be completed by an individual faculty member. If you wish to submit a group application, please select an on-the-fly Group Evaluation.

Individual Evaluation: A single faculty member can complete this online evaluation form. If you wish to complete an evaluation on a fellow, please select the online Fellow Evaluation. If you have questions about completing this online evaluation, contact Michelle Rickard, 596-4933.

DIAGNOSTIC AND PATIENT CARE

Rating Scale:
4 = Superior Performance
3 = Meets Expectations
2 = Marginally Meets Expectations
1 = Does Not Meet Expectations
N/A = Unable to evaluate

Gross Room:

4	3	2	1	N/A
☐	☐	☐	☐	☐

Evaluations

Submit Save For Later Cancel

Evaluations

FINAL -
Can NOT
return to
work

SAVE and
CAN return
to work

STEP 4 - "On the Fly" Evaluations

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STEP 4 - Select the Evaluation Form

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Evaluations > **On the Fly**

Submit an On The Fly Evaluation

Please select an on-the-fly evaluation form to complete.

Evaluation Form: ----- Select a Form -----

- Select a Form -----
- Ad Hoc Evaluation
- Group Resident Evaluation - Anatomic Pathology (Pathology)
- Group Resident Evaluation - Laboratory Medicine (Pathology)
- Individual Faculty Evaluation - UWMC (Pathology)
- Pathology Fellow Evaluation (Pathology)
- Resident Evaluation - Anatomic Pathology (Pathology)
- Resident Evaluation - Laboratory Medicine (Pathology)
- Surgical Pathology Fellow Evaluation (Pathology)

STEP 4 - Complete the Identifier Information

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Evaluations > **On the Fly**

Submit an On The Fly Evaluation

Please select the options below and click "Next" to complete the evaluation.

Evaluation Form: Resident Evaluation - Anatomic Pathology (Pathology)

Date: 07/14/2008 to 07/14/2008

Rotation: ----- Select Rotation -----

Evaluatee: [Search](#)

[Next >](#)

Click

Type in last name here – click search. If multiple people have your last name, you may need to select from a list.

----- Select Rotation -----

- Select Rotation -----
- 1616-PATH-Virology2 at 1616
- CHRM-PATH-LAB
- CHRM-PATH-Peds Fellow
- CHRM-PATH-PedsFell-4thQTR
- CHRM-PATH-Resident
- CHRM-PATH-Virology1
- CHRM-PedsFell-2ndQTR
- ELEC-VA-EM
- FHCR-PATH-Research
- HMC-PATH-1st Year AP Residents

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Evaluations > **On the Fly**

Submit an On The Fly Evaluation

Evaluator: Attending, Example2 (Attending) Evaluatee: LaPointe, Jennifer (PGY3)

Date: 7/14/2008 to 7/14/2008 Academic Year: 2008-2009

Rotation: UWMC-PATH-Autopsy 1st Year

Resident Evaluation - Anatomic Pathology

This evaluation is intended to provide constructive feedback to the resident concerning his/her training.

"ON THE FLY" GROUP EVALUATION - AP or CP

[Support](#)
[Logout](#)

FACULTY PARTICIPATING IN THIS EVALUATION

This evaluation can be completed by a group of faculty members who have worked with the resident during the selected rotation.

Faculty for Anatomic Pathology rotations listed alphabetically by last name of faculty member. If you are completing an evaluation on a resident whose assigned to clinical pathology rotations in Laboratory Medicine, please use the CP Resident Evaluation. If you are completing an evaluation for a fellow, please use the Fellow Evaluation.

☐ Kim Allison, MD - UWMC

Pick list of faculty members

Type the name of the faculty member submitting the evaluation for the group. Example: John Smith, MD PhD
 Required.

EVALUATIONS REMINDER EMAILS (These go to residents, fellows, faculty at all Pathology rotation sites. This requires us to generalize this information.)

Subject: New Pathology Evaluations [New - 7 days prior to end of rotation]

Greetings from the UW Pathology web-based evaluation system.

Please go to the Pathology evaluation site at <https://medeval.som.washington.edu/> and log in to complete an evaluation for the resident/fellow or rotation which is being completed.

Timely completion of evaluations is essential for the success of our training program and an ACGME requirement. Please complete all new and pending evaluations by the end of the rotation. If you believe you have been assigned any evaluations in error or need assistance with your login/password, please notify Tabitha Fletcher at APT (<https://www.washington.edu/inq/enduser/>) or (206) 598-8000.

Thank you in advance for your prompt participation in the evaluation process.

Michelle Rickard, Academic Programs Manager
Tabitha Fletcher, Program Assistant
Pathology Residency/Fellowship Programs

Subject: Pathology Evaluations Due [30 days after 1st notice]

A review of the Pathology Residency and Fellowship evaluation database indicates that you have evaluations to complete that are now due.

Please go to the Pathology evaluation site at <https://medeval.som.washington.edu/> and log in to complete an evaluation for the resident/fellow or rotation.

Timely completion of evaluations is essential for the success of our training program and an ACGME requirement. Please complete all new and pending evaluations within the next week. If you believe you have been assigned any evaluations in error or need assistance with your login/password, please notify Tabitha Fletcher at APT (<https://www.washington.edu/inq/enduser/>) or (206) 598-8000.

Thank you for your prompt attention to this request.

Subject: Pathology Evaluations Overdue [60 days past 1st notice]

A review of the UW Department of Pathology evaluation database indicates that you have evaluations to complete that are now overdue. It is our policy to notify the program director when evaluations have not been completed after 60 days from the end of the rotation.

Please go to the Pathology evaluation site at <https://medeval.som.washington.edu/> and log in to complete an evaluation for the resident/fellow or rotation.

Timely completion of evaluations is essential for the success of our training program and an ACGME requirement. Please complete all pending evaluations within the next week. If you believe you have been assigned any evaluations in error or need assistance with your login/password, please notify Tabitha Fletcher at APT (<https://www.washington.edu/inq/enduser/>) or (206) 598-8000.

Thank you for your prompt attention to this request.

Subject: Pathology Evaluations Very Overdue

A review of the Pathology evaluation database indicates that you have evaluations to complete that are now considerably overdue despite several requests for you to complete them. It is our policy to notify the program director and chair when evaluations have not been completed after 90 days or more from the end of the rotation.

Please go to the Pathology evaluation site at <https://medeval.som.washington.edu/> and log in to complete an evaluation for the resident/fellow or rotation.

Timely completion of evaluations is essential for the success of our training program and an ACGME requirement. Please complete all overdue evaluations within the next week. If you believe you have been assigned any evaluations in error or need assistance with your login/password, please notify Tabitha Fletcher at APT (<https://www.washington.edu/inq/enduser/>) or (206) 598-8000.

Thank you for your prompt attention to this oversight.