



Name of Student: _____

Date of Record: _____

Name of Individual Making Report: _____

Department: _____ Phone: _____ Email: _____

Based on my personal observation and/or discussion with others, this student needs assistance in one or more of the following areas (circle all that apply):

1. Trustworthiness

- a. Act at all times in an ethical, responsible, and dependable manner
- b. Conduct oneself in accordance with the Drexel University College of Medicine Honor Code
- c. Maintain an honest approach to all activities

2. Reliability and Responsibility

- a. Complete all assigned tasks in a timely and responsible manner
- b. Arrive on time for scheduled activities and notify appropriate individual for missed activities
- c. Attend classes and other academic activities for their full duration and prepare appropriately for them
- d. Respond promptly to faculty or administration when contacted personally or electronically
- e. Admit errors and accept responsibility for one's own actions
- f. Respond appropriately to others' unprofessional or unethical behaviors
- g. Demonstrate self-motivation and accountability for one's own learning

3. Self-Awareness

- a. Demonstrate ability to identify and address areas of deficiency in one's own learning performance
- b. Accept supportive and constructive feedback and modify behavior accordingly
- c. Project a professional image through manner, dress, and communication (including electronic)
- d. Maintain composure during difficult interactions
- e. Monitor and compensate for personal biases that may interfere with professional duties
- f. Request help from appropriate support resources when needed
- g. Attend to one's own well being

4. Team-Building and Communication

- a. Support communication, trust and accountability among team members
- b. Acknowledge the value of other members of the health care team in providing patient-centered care
- c. Treat fellow students, co-workers, faculty, administrators and staff with respect and sensitivity
- d. Provide supportive and constructive feedback to peers when appropriate
- e. Manage conflicts in a collegial manner

5. Patient-Centered Care

- a. Meet all clinical responsibilities
- b. Demonstrate respect, integrity, compassion and responsibility toward patients, even under difficult circumstances
- c. Refer to patients in a respectful and non-judgmental manner
- d. Maintain confidentiality of patient information
- e. Acknowledge limits of personal knowledge and skills within clinical setting
- f. Take on extra work when appropriate for the benefit of the patient
- g. Ensure that coverage for patients is provided for patients when unable to fulfill responsibilities
- h. Ensure that coverage for patients is provided for patients when unable to fulfill responsibilities

6. **Other:** _____

Details of Incident/Behavior: Attachment(s) provided.

Comments and Recommendations for change:

Please select one of the following:

- Moderate level of concern.** Recommend counseling by the Associate Dean for Student Affairs or designee.
- High level of concern.** Recommend immediate assessment for formal education, remediation, sanction or other action.

I have discussed this report with the student

Signature of Individual Making Report

Date

This portion to be completed by Student

I have read this evaluation and discussed with the appropriate faculty or staff

Student Signature

Date

My comments are:
