

Teaching Skills Attainment Award Application Form

Name (As you would like it on your Award):

Department:

Mailing address:

Phone number:

E-mail address:

I am applying for the following award (please check the appropriate box):

- Level I: Teaching Skills Attainment Award
- Level II: Teaching Skills Attainment Award with Merit
- Level III: Teaching Skills Attainment Award with Distinction

Submit completed applications to:

Assistant Dean - Office of Faculty Development
University of Ottawa - Faculty of Medicine
725 Parkdale Avenue, WM 158 (Loeb Building)
Ottawa, ON K1Y 4E9

Email: facdev@uottawa.ca

Fax: 613-761-5262

Summary of Attendance at Faculty Development programs*

EXAMPLE:

Date	Program Attended	Explain how this skill is directly related to your teaching.	Hours attended
25-Sept-2009	<i>Workshop: Assessment 101 – How to determine and design effective tools for resident assessment (9:45-12:00) International Conference on Residency Education 2009</i>	<i>Workshops to learn on how to develop new assessment tools including to understand basic principles in tool design</i>	2.25
25-Sept-2009	<i>Workshop: Going from good to great – how to design a high quality residency program (14:00-15:30) International Conference on Residency Education 2009</i>	<i>To learn how to identify program strengths and areas of improvement including creating a CanMEDS based curriculum blueprint.</i>	1.5
1-June-2010	<i>Giving Feedback: How to say what you mean to say</i>	<i>Learn how to offer feedback and improve skills providing effective feedback</i>	2
21-Nov- 2011	<i>Faculty Development workshop: How to incorporate iPad in your teaching.</i>	<i>Use of iPad in medical teaching setting and clinical utility.</i>	3

* For each entry, you must attach proof of attendance and objectives (Please refer to [TSAA](#), [TSAA with Merit](#), [TSAA with Distinction](#) found on our website)

Please note that all submissions which **do not include** any of the documents mentioned above or are not presented in the grid format (above) will be deemed incomplete and will not be accepted by the OFD.

Summary of Faculty Development Presentations*

Example:

Date	Program where presentation was made	Specific topic presented	Explanation as to how this topic is directly related to teaching	Contact hours	Credit hours (2x contact hrs)
<i>14-January-11</i>	<i>Faculty Development – UofO</i>	<i>Crucial Conversations</i>	<i>Assist Faculty members in supervising trainees especially when giving trainees feedback and evaluation</i>	8.75	17.50

* For levels II and III

A repeat faculty development presentation (i.e. giving the same workshop twice or more) will be granted credit a maximum of two times. We assume you will modify your original presentation based on feedback the second time a program is offered.

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