EVALUATION PROCESS FOR OFF-SERVICE RESIDENTS ROTATING IN ANATOMICAL PATHOLOGY

1. Off-service residents rotating through pathology are expected to have daily evaluations completed. This is done electronically via One45. Once you log into your page, you will find a link “Daily evaluation card”. You then have to pick the staff or resident that you worked with that day. This needs to be done every day for each staff and resident that you worked with. If you worked with more than one person that day, you will need to send an individual form to each of them.

2. If the resident spends time with the staff (for example, Frozen section, surgical/cytopathology Sign-out session, other clinical and non-clinical activities in Hematopathology, Medical Microbiology and Medical Biochemistry) the resident must select staff for daily evaluation.

3. The resident is expected to evaluate all staff and residents that they worked with.

4. At the end of the rotation the Program Administrator, Ms. Sheila Schnupp will collate the evaluations and arrange for completion of a final electronic evaluation through the University of Ottawa one45 system. This will be forwarded to the resident host program.