

## PERFORMANCE IMPROVEMENT PLAN (PIP) LETTER

Resident:

Date:

This is to notify you of deficiencies in complying with the academic requirements of your residency training program and inform you of expectations for improvement. Information is detailed below regarding the reasons for this official notice of Performance Improvement status, measures to improve performance, timeframe for meeting expectations, and consequences of not addressing these issues.

**Reason(s) for PIP:** The decision to place you on a PIP is based upon deficiencies identified through

**These deficiencies include (check all that apply):**

**PATIENT CARE:** Residents must be able to provide patient care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health and to competently perform all medical, diagnostic, and surgical procedures considered essential for the area of practice.

Residents are expected to: (Write in deficiency [as further specified by specialty] and explain in detail.)

**MEDICAL KNOWLEDGE:** Residents must demonstrate knowledge of established and evolving biomedical, clinical, epidemiological and social-behavioral sciences, as well as the application of this knowledge to patient care.

Residents are expected to:(Write in deficiency [as further specified by specialty] and explain in detail.)

**PRACTICE-BASED LEARNING AND IMPROVEMENT:** Residents must demonstrate the ability to investigate and evaluate their care of patients, to appraise and assimilate scientific evidence, and to continuously improve patient care based on constant self-evaluation and life-long learning.

Residents are expected to develop skills and habits to be able to:

identify strengths, deficiencies, and limits in their knowledge and expertise;

set learning and improvement goals;

identify and perform appropriate learning activities;

systematically analyze practice using quality improvement methods, and implement changes with the goal of practice improvement;

incorporate formative evaluation feedback into daily practice;

locate, appraise, and assimilate evidence from scientific studies related to their patients' health problems; use information technology to optimize learning; and,

participate in the education of patients, families, students, residents, and other health professionals.

Write in deficiency [as further specified by specialty]

Describe in further detail:

**INTERPERSONAL AND COMMUNICATION SKILLS:** Residents must demonstrate interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families, and health professionals.

Residents are expected to:

communicate effectively with patients, families, and the public, as appropriate, across a broad range of socioeconomic and cultural backgrounds;

communicate effectively with physicians, other health professionals, and health related agencies; work effectively as a member or leader of a health care team or other professional group;

act in a consultative role to other physicians and health professionals; and,

maintain comprehensive, timely, and legible medical records, if applicable.

Write in deficiency [as further specified by specialty]

Describe in further detail:

**PROFESSIONALISM:** Residents must demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles.

Residents are expected to demonstrate:

compassion, integrity, and respect for others;

responsiveness to patient needs that supersedes self-interest;

respect for patient privacy and autonomy;

accountability to patients, society, and the profession; and,

sensitivity and responsiveness to a diverse patient population, including but not limited to diversity in gender, age, culture, race, religion, disabilities, and sexual orientation.

Write in deficiency [as further specified by specialty]

Describe in further details:

**SYSTEMS-BASED PRACTICE:** Residents must demonstrate an awareness of and responsiveness to the larger context and system of health care, as well as the ability to call effectively on other resources in the system to provide optimal health care.

Residents are expected to:

work effectively in various health care delivery settings and systems relevant to their clinical specialty;

coordinate patient care within the health care system relevant to their clinical specialty;

incorporate considerations of cost awareness and risk-benefit analysis in patient and/or population-based care as appropriate;

advocate for quality patient care and optimal patient care systems;

work in interprofessional teams to enhance patient safety and improve patient care quality; and

participate in identifying system errors and implementing potential systems solutions.

Write in deficiency [as further specified by specialty]

Describe in further details:

**Plan for Improvement and Evaluation Criteria**

(Description of what the resident must do or cease doing to show that the problem(s) have been corrected. You should give him/her very clear cut activities and assessment expectations. This will make the decision easier for you.)

**Deficiencies selected from above**

**Example:** Identify strengths, deficiencies and limits in one's knowledge and expertise

**Improvement Activities**

Write a reflection paper that: reflects on your underlying motives/reasons for lapse in professionalism, describe the impact on relationship with other healthcare professionals, identify ideal professional behavior, outline corrective actions and summarize any insight you gained through this self-reflective activity.

**Assessment Method**

Submission of reflection paper

Timeframe for Performance Improvement: **Include the amount of time that the resident has to demonstrate his/her ability to satisfy the plan's requirements.**

**Consequences**

- Failure to successfully meet all of the requirements for performance improvement will result in repeating rotation(s), non-promotion, non-renewal or immediate termination from the program.

**Resident & Program Director Acknowledgment:**

*On this date, I have met with the program director to discuss my performance in the residency training program. I have read this Academic Performance Improvement Plan and the expectations for improvement listed above. I understand that needed improvement must be achieved and maintained and failure to correct areas of marginal/unsatisfactory performance or behavior will result in non-promotion termination from residency training.*

\_\_\_\_\_  
Resident Signature and Date

\_\_\_\_\_  
Associate Dean/DIO Signature and Date

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Program Director Signature and Date