

Patient Safety Conference Team Leader Evaluation

Date:

Team Leader:

Evaluator:

1. Please indicate whether the team leader met the following criteria and/or displayed the following skills.

Skills for leading a group discussion	Yes	No	n/a
Reviewed goals and ground rules of PSC *P			
Gave a succinct presentation of the case *PC, SBP			
Provided clarifying details of the case (as requested) *PC, SBP			
Encouraged the group in brainstorming and took notes (or designated someone to take notes) of ideas shared *PBL, ICS, P			
Was able to calm any heated disputes (using techniques such as repeating what is agreed upon, moving to a new topic, etc) *ICS, P			
Summarized the large-group brainstorming by categorizing ideas into overriding themes *PBL, ICS			
Divided the large group into several smaller groups *PBL, ICS			
Monitored time and kept the group on schedule *ICS, P			
Closed the session by summarizing the findings of his/her literature search on the topic *PC, MK, PBL, ICS, P, SBP			

2. What did the resident do to set an appropriate tone for discussion of difficult topics?
Please provide examples and/or describe missed opportunities. *PBL, ICS, P

3. What did the resident do to stimulate discussion? Please provide examples (e.g. used techniques such as calling on a specific person, posing a provocative question, etc.) and/or describe missed opportunities. *PBL, ICS

4. What did the resident do to keep the discussion focused? Please provide examples (both verbal and nonverbal cues) and/or describe missed opportunities. *ICS, P

*Core competencies met:

PC = Patient Care, MK = Medical Knowledge, PBL = Problem-based Learning, ICS = Interpersonal and Communication Skills, P = Professional, SBP = System-based Practice