



Family & Community Medicine UNIVERSITY OF TORONTO

February 28, 2017

Dear Clinical Preceptor,

On behalf of The Consortium of PA Education, we would like to thank you for being a clinical preceptor for our Physician Assistant students. You are a valued member of our teaching team, and we recognize the great efforts and added responsibility that being a clinical preceptor carries. Our students are extremely satisfied with their clinical rotation experiences, and we wish to share their opinions with you.

After 5 years of collecting data, we are grateful to have sufficient data to provide you access to a collated, evaluation report, generated from the anonymous feedback from your students. We have collected over 1100 student evaluations (2012-16), with a 97% student compliance rate. **Your individual Educator Performance and Comments (for preceptors with three or more evaluations) is NOW available for you to access through the E*Value Program Management System. Your username and password was sent to you in the email that led you to this letter.**

Attached to this letter are instructions on how you can access your Educator Performance report. In addition, there is a report for all preceptors to date (2012-16) in aggregate form, for your individual comparison.

We want to thank you again for your ongoing support and involvement in our program. Collectively, we are helping to form the Physician Assistant profession in Canada, and we could not do it without you.

If you have any questions about the information provided to you, or need assistance in generating your report, please contact clinical.pa@nosm.ca, or one of us below.

Sincerely,

Dr. Maureen Gottesman, MD Med CCFP
Medical Director
m.gottesman@utoronto.ca

John Shea, MPAS CCPA
Clinical Course Director
jshea@nosm.ca

THE CONSORTIUM OF PA EDUCATION

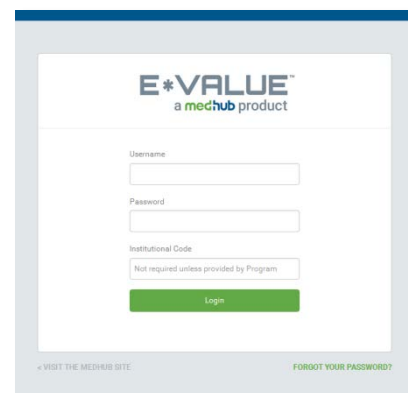
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Questions? Need help? Contact clinical.pa@nosm.ca

INSTRUCTIONS FOR PRECEPTORS: **HOW TO GENERATE EDUCATOR PERFORMANCE REPORTS**

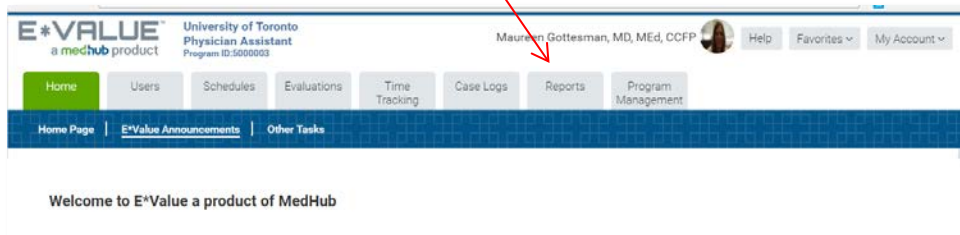
1. LOG IN:

- Go to the E*Value website page at: <https://ca.e-value.net/index.cfm>
- Login with your username and password (provided in the email).

The image shows the E*VALUE login page. It has a header with the E*VALUE logo and "a medhub product". Below the header are three input fields: "Username", "Password", and "Institutional Code". There is a "Login" button below the fields. At the bottom, there are links for "VISIT THE MEDHUB SITE" and "FORGOT YOUR PASSWORD?".

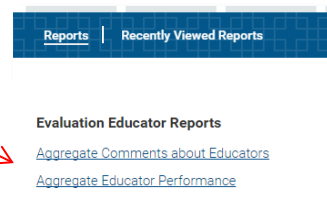
2. SELECT THE AGGREGATE REPORT:

- Click on the grey tab at the top "Reports"



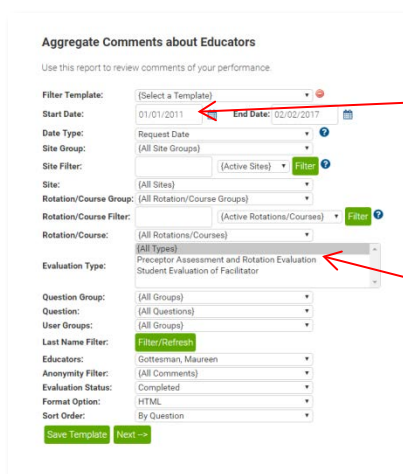
- Look for the black text heading on the left side of the screen: **Evaluation Educator Reports**, and select either of the following in blue text:

Aggregate Comments about Educators
Aggregate Educator Performance



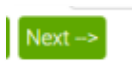
(Once the report is generated, you will be able to toggle between the numeric scores (performance) and comments.)

- You will now see a page that looks something like this:

The image shows the "Aggregate Comments about Educators" form. It has a header with the title and a sub-header "Use this report to review comments of your performance." Below the header are several filter fields: "Filter Template:", "Start Date:", "End Date:", "Date Type:", "Site Group:", "Site Filter:", "Site:", "Rotation/Course Group:", "Rotation/Course Filter:", "Rotation/Course:", "Evaluation Type:", "Question Group:", "Question:", "User Groups:", "Last Name Filter:", "Educators:", "Anonymity Filter:", "Evaluation Status:", "Format Option:", and "Sort Order:". At the bottom, there are "Save Template" and "Next ->" buttons.

There are only **two** fields to confirm to get a report:

- Start Date:** The report is generated by time period, and it is likely that the default time period will not capture all of your evaluations (nor the minimum of 3). **We recommend that you adjust the Start Date to 01/01/2012**, when we started using this system, so that it will capture all¹ the reports completed for you.
- Evaluation Type:** Ensure "Preceptor Assessment and Rotation Evaluation" is selected (or "All Types", if that is the only option)



Click on **Next ->** to generate your report. From the top right corner of the report, you can choose to print or have the system send you an email with the report as a PDF.

¹ You must have three or more evaluations in the system before an Evaluation Report is generated.

University of Toronto Physician Assistant

Analysis of Educator Performance

Evaluation Type: Preceptor Assessment and Rotation Evaluation

Time Period: 01/01/2012 to 12/31/2016

Time Period Type: Request Date

Report Date: 02/02/2017

Question ID	Question	Zero Count	Applicable Answers	Mean	Scale	Std
5001181	a. clearly outlined the physician teacher's expectations of your patient care responsibilities (Communicator, Scholar, Manager, Professional, Medical Expert) a. clearly outlined the physician teacher's expectations of your patient care responsibilities (Communicator, Scholar, Manager, Professional, Medical Expert)	25	1101	4.44	1 to 5	0.71
5001182	b. clearly discussed your learning objectives (Communicator, Collaborator, Scholar, Manager) b. clearly discussed your learning objectives (Communicator, Collaborator, Scholar, Manager)	27	1099	4.39	1 to 5	0.74
5001183	c. helped you meet your learning objectives (Collaborator, Scholar, Manager) c. helped you meet your learning objectives (Collaborator, Scholar, Manager)	22	1104	4.60	1 to 5	0.64
5001184	d. provided an appropriate level of supervision (Scholar, Manager, Professional) d. provided an appropriate level of supervision (Scholar, Manager, Professional)	25	1101	4.69	1 to 5	0.57
5001185	e. was approachable (Collaborator, Scholar) e. was approachable (Collaborator, Scholar)	19	1107	4.75	1 to 5	0.58
5001186	f. provided useful feedback to you (Communicator, Scholar, Manager) f. provided useful feedback to you (Communicator, Scholar, Manager)	26	1100	4.59	1 to 5	0.67
5001187	g. demonstrated an appropriate rapport with patients (Communicator, Professional) g. demonstrated an appropriate rapport with patients (Communicator, Professional)	30	1096	4.81	1 to 5	0.45
5001188	h. explained the rationale for diagnostic tests to you, the patient, and the patient's family (Communicator, Medical Expert, Manager, Health Advocate) h. explained the rationale for diagnostic tests to you, the patient, and the patient's family (Communicator, Medical Expert, Manager, Health Advocate)	30	1096	4.74	1 to 5	0.52

5001189	i. respected and cooperated with other health care professionals (Communicator, Collaborator, Medical Expert, Professional) i. respected and cooperated with other health care professionals (Communicator, Collaborator, Medical Expert, Professional)	27	1099	4.80	1 to 5	0.47
5001190	j. demonstrated the use of evidence-based medicine (Medical Expert, Scholar, Professional) j. demonstrated the use of evidence-based medicine (Medical Expert, Scholar, Professional)	33	1093	4.75	1 to 5	0.51
5001191	k. had a positive influence on your ability to provide patient-centred care (Communicator, Collaborator, Health Advocate, Professional) k. had a positive influence on your ability to provide patient-centred care (Communicator, Collaborator, Health Advocate, Professional)	26	1100	4.74	1 to 5	0.54
5001196	Overall, how satisfied were you with this rotation?	6	1120	6.17	1 to 7	1.09
Question ID	Question	Option				N
5001194	Is this physician teacher a potential candidate for an excellence in teaching award?	Yes				27
		No				6
5001371	Would you recommend this clinical experience?	Yes				1053
		No				40