Launch

Communicate the CBD change of your program

Team and resources

- ☐ **Ensure your observation tools are in place** for both clinical and academic settings.
- ☐ **Develop a QI plan** to gather faculty and resident input to evaluate what's working, determine areas for improvement and identify needed fixes.

Structure

- ☐ **Submit the learner, faculty and assessor information required for enrollment into your local ePortfolio assessment system**.
- ☐ **Ensure your competence committee is ready for full implementation**, monitoring progress to date and identifying areas for development. Make adjustments as required.
- ☐ **Review the structure and flow of your rotations/blocks** to identify and address any gaps or problems. **Identify and plan for scholarship opportunities**, in partnership with others.

Capacity building

- ☐ **Provide timely, practical and comprehensive CBD training/onboarding to residents**. Consider doing this as early as possible (e.g., at CaRMS interviews and during CBD orientation sessions). Emphasize the importance of a growth mindset. Engage senior residents and faculty to help you with this.
- ☐ **Develop resident-friendly resources** (e.g., resident CBD schedule or roadmap with rotations, EPAs, observation tools).

CBD Implementation Planner
Royal College of Physicians and Surgeons of Canada, 2019.

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