# Assessment Tool 4 – Case Report

CanMEDS Leader

## **Leadership reflection**

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### Instructions for Learner:

* Observe, reflect and take (non-identifying) notes on your Leader Role activities in day-to-day practice.
* Remember to be cautious about confidentiality when taking notes
* Review with faculty as arranged or initiate a review of your case reports to get feedback

NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PGY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE OF LEADERSHIP ACTIVITY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATES OF PREVIOUS LEADERSHIP REFLECTION REPORTS:



CURRENT REPORTING PERIOD: FROM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

REFLECTION REPORT REVIEW MEETING

DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

REVIEWER:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COMMENTS FROM REVIEWER

REVIEW OF PAST PRIORITIES LEADERSHIP COMPETENICES (if applicable)  
🞎 Not applicable

🞎 PAST REPORTING PERIOD: FROM\_\_\_\_\_\_\_\_\_\_\_\_\_TO \_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | Leadership area  (e.g. leadership skills, managing self, engaging others, QI, stewardship, patient safety) | Past goal including timeframe | Identified metrics or criteria for success | Notes on progress,  outcomes, completion |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |

### SUMMARY OF CURRENT/NEW PRIORITIES FOR IMPROVEMENT OF LEADERSHIP COMPETENCIES

* APPLIES TO PERIOD: FROM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TO\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | Leadership area  (e.g. leadership skills, managing self, engaging others, QI, stewardship, patient safety) | Goal(s) including timeframe | Metrics or criteria  for success | Key next steps, resources, supports for success |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |

Other notes: