

# Diagnostic Radiology Milestones for the Middle East



May 2017

## The Diagnostic Radiology Milestones for the Middle East

The Milestones are designed only for use in evaluation of residents in the context of their participation in ACGME-I-accredited residency programs. The Milestones provide a framework for the assessment of the development of the resident in key dimensions of the elements of physician competency in a specialty. They neither represent the entirety of the dimensions of the six domains of physician competency, nor are they designed to be relevant in any other context.

## Milestones Reporting

This document presents milestones designed for programs to use in semi-annual review of resident performance and reporting to the ACGME-I. Milestones are knowledge, skills, attitudes, and other attributes for each of the ACGME-I competencies organized in a developmental framework from less to more advanced. They are descriptors and targets for resident performance as a learner moves from entry into their program through graduation.

For each period, review and reporting will involve selecting milestone levels that best describe each resident's current performance and attributes. Milestones are arranged in numbered levels. Tracking from "Critical Deficiencies"/"Level 1" to "Aspirational"/"Level 5" is synonymous with moving from novice to expert in the specialty. These levels do not correspond with time in the educational program. Dependent upon previous education and experience, residents may enter a program at varying points in the Milestones.

Selection of a level implies that the resident substantially demonstrates the milestones in that level, as well as those in lower levels (see the diagram on page v).

**Level 1:** The resident demonstrates milestones expected of one who has had some education in diagnostic radiology.

**Level 2:** The resident is advancing and demonstrating additional milestones.

**Level 3:** The resident continues to advance and demonstrate additional milestones; the resident consistently demonstrates the majority of milestones targeted for residency.

**Level 4:** The resident has advanced so that he or she now substantially demonstrates the milestones targeted for residency. This level is designed as the graduation target.

**Level 5:** The resident has advanced beyond performance targets set for residency and is demonstrating "aspirational" goals, which might describe the performance of someone who has been in practice for several years. It is expected that only a few exceptional residents will reach this level.

## **Additional Notes**

The “Level 4” Milestones are designed as the graduation *target* and *do not* represent a graduation *requirement*. Making decisions about readiness for graduation is the purview of the program director. Study of Milestones performance data will be required before the ACGME-I and its partners will be able to determine whether milestones in the first four levels appropriately represent the developmental framework, and whether Milestone data overall are of sufficient quality to be used for high-stakes decisions.

*Answers to Frequently Asked Questions about Milestones are posted on the ACGME-I website.*

The diagram below presents an example set of milestones for one sub-competency in the same format as the ACGME-I Report Worksheet. For each reporting period, a learner’s performance on the milestones for each sub-competency will be indicated by selecting the level of milestones that best describes that learner’s performance in relation to those milestones.

Systems-Based Practice 1: Patient Safety and Quality Improvement				
Level 1	Level 2	Level 3	Level 4	Level 5
Demonstrates knowledge of common patient safety events	Identifies system factors that lead to patient safety events	Participates in analysis of patient safety events (simulated or actual)	Conducts analysis of patient safety events and offers error prevention strategies (simulated or actual)	Actively engages teams and processes to modify systems to prevent patient safety events
Demonstrates knowledge of how to report patient safety events	Reports patient safety events through institutional reporting systems (actual or simulated)	Participates in disclosure of patient safety events to patients and families (simulated or actual)	Discloses patient safety events to patients and families (simulated or actual)	Role models or mentors others in the disclosure of patient safety events
Demonstrates knowledge of basic quality improvement methodologies and metrics	Describes local quality improvement initiatives (e.g., community vaccination rate, infection rate, smoking cessation)	Participates in local quality improvement initiatives	Demonstrates the skills required to identify, develop, implement, and analyze a quality improvement project	Creates, implements, and assesses quality improvement initiatives at the institutional or community level
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not yet achieved Level 1 <input type="checkbox"/>

Selecting a response box in the middle of a level implies that milestones in that level and in lower levels have been substantially demonstrated.

Selecting a response box on the line in between levels indicates that milestones in lower levels have been substantially demonstrated as well as **some** milestones in the higher level(s).

Patient Care 1: Consultant				
Level 1	Level 2	Level 3	Level 4	Level 5
<p>Uses established evidence-based imaging guidelines, such as the American College of Radiology (ACR) Appropriateness Criteria®</p> <p>Appropriately uses the Electronic Health Record to obtain relevant clinical information</p>	<p>Independently recommends appropriate imaging of common (e.g., general radiology, emergency and trauma, and acute) conditions</p>	<p>Independently recommends appropriate imaging of conditions that require specialized imaging (e.g., musculoskeletal, interventional radiology, nuclear medicine)</p>	<p>Integrates current research and literature with guidelines, taking into consideration cost effectiveness and risk-benefit analysis, to recommend imaging</p>	<p>Participates in research, development, and implementation of imaging guidelines</p> <p>Actively participates in quality work</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

**Possible Methods of Assessment/Examples:**

- 360 Evaluation/Multi-rater/Peer
- Direct observation and feedback
- End-of-Rotation Global Assessment
- Self-Assessment and Reflections/Portfolio
- End-of-Year Examination
- Simulation/OSCE

Patient Care 2: Competence in Procedures				
Level 1	Level 2	Level 3	Level 4	Level 5
<p>Competently performs the following procedures with direct supervision:</p> <ul style="list-style-type: none"> <li>• basic ultrasound</li> <li>• routine computed tomography (CT) scan</li> <li>• routine fluoroscopic procedures</li> </ul> <p>Recognizes and manages complications of basic procedures independently and able to manage under supervision</p> <p>Applies international patient safety protocol</p> <p>Performs routine fluoroscopic procedures</p>	<p>Competently performs the following procedures with direct supervision:</p> <ul style="list-style-type: none"> <li>• subspecialty CT scan and Ultrasound</li> <li>• basic magnetic resonance imaging (MRI) protocols</li> <li>• basic interventional radiology</li> <li>• pediatric fluoroscopy</li> </ul> <p>Recognizes and manages complications of intermediate procedures</p>	<p>Competently performs the following procedures with indirect supervision:</p> <ul style="list-style-type: none"> <li>• advanced interventional radiology</li> <li>• ultrasound for obstetrics and gynecology</li> <li>• doppler</li> <li>• lumbar puncture</li> <li>• breast biopsy</li> <li>• advanced MRI protocols</li> <li>• neonatal transcranial doppler ultrasound</li> </ul> <p>Recognizes and manages complications of these procedures</p> <p>Performs advanced subspecialty imaging</p>	<p>Able to competently and independently perform the following procedures:</p> <ul style="list-style-type: none"> <li>• adult and pediatric fluoroscopic studies</li> <li>• lumbar puncture</li> <li>• image-guided venous and arterial access</li> <li>• hands-on adult and pediatric ultrasound studies</li> <li>• drainage of effusions and abscesses</li> <li>• image-guided biopsy</li> <li>• nuclear medicine I-131 treatments (<math>\leq 33</math> and <math>&gt; 33</math> mCi)</li> </ul>	<p>Able to teach procedures to junior-level residents</p> <p>Competently performs complex procedures, modifies procedures as needed, and anticipates and manages complications of complex procedures</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

**Possible Methods of Assessment/Examples:**

- 360 Evaluation/Multi-rater/Peer
- End-of-Rotation Global Assessment
- Case/Procedure Logs, including complications
- Direct observation and feedback
- Procedural competency checklists
- Self-Assessment and Reflections/Portfolio
- Simulation/OSCE

Medical Knowledge 1: Protocol Selection and Optimization of Images				
Level 1	Level 2	Level 3	Level 4	Level 5
<p>Selects appropriate protocol and contrast agent/dose for basic imaging, including protocols encountered during independent call:</p> <ul style="list-style-type: none"> <li>• adult fluoroscopy</li> <li>• CT for emergency and acute medicine</li> <li>• basic ultrasound</li> </ul> <p>Recognizes sub-optimal imaging</p> <p>Implementation of basic radiation protection principles</p>	<p>Selects appropriate protocols and contrast agent/dose for intermediate imaging, including protocols encountered during independent call:</p> <ul style="list-style-type: none"> <li>• pediatric fluoroscopy</li> <li>• interventional radiology for vascular abscess, guided biopsies and drainage</li> <li>• basic nuclear medicine</li> <li>• subspecialty CT scan and ultrasound</li> <li>• basic MRI</li> </ul>	<p>Selects appropriate protocols and contrast agent/dose for advanced imaging:</p> <ul style="list-style-type: none"> <li>• subspecialty MRI</li> <li>• advanced nuclear medicine</li> <li>• intermediate interventional radiology procedures</li> <li>• Doppler and transcranial ultrasound</li> </ul> <p>Demonstrates knowledge of physical principles to optimize image quality</p>	<p>Independently modifies protocols as determined by clinical circumstances</p> <p>Applies physical principles to optimize image quality</p> <p>Demonstrates knowledge of the effect of changing Milliampere-seconds (mAs), kilovoltage (kV), Ultrasound probe frequency, gain, power, radiotracer dose, radiotracer types, camera collimators, time to repeat (TR), echo time (TE), thermal Index (TI)</p>	<p>Teaches and/or writes imaging protocols</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

**Possible Methods of Assessment/Examples:**

- End-of-Rotation Global Assessment
- Direct observation and feedback
- Self-Assessment and Reflections/Portfolio
- Core exam
- OSCE/simulation
- Mini IPX (mini interpretation exercise)

Medical Knowledge 2: Interpretation of Examinations				
Level 1	Level 2	Level 3	Level 4	Level 5
Makes core observations, formulates differential diagnoses, and recognizes critical findings	Makes secondary observations, narrows the differential diagnosis, and describes management options	Provides accurate, focused, and efficient interpretations	Makes subtle observations	Demonstrates expertise and efficiency at a level expected of a subspecialist
Differentiates normal from abnormal imaging		Prioritizes differential diagnoses and recommends management	Suggests a single diagnosis when appropriate	Advances the art and science of image interpretation
Demonstrates knowledge of radiological anatomy			Integrates current research and literature with guidelines to recommend management	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

**Possible Methods of Assessment/Examples:**

- End-of-Rotation Global Assessment
- Direct observation and feedback
- Reading out with resident
- ER preparedness test
- Review of reports
- Rate of major discrepancies
- Core exam

Systems-Based Practice 1: Patient Safety and Quality Improvement				
Level 1	Level 2	Level 3	Level 4	Level 5
Demonstrates knowledge of common patient safety events	Identifies system factors that lead to patient safety events	Participates in analysis of patient safety events (simulated or actual)	Conducts analysis of patient safety events and offers error prevention strategies (simulated or actual)	Actively engages teams and processes to modify systems to prevent patient safety events
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Demonstrates knowledge of basic quality improvement methodologies and metrics	Describes local quality improvement initiatives (e.g., community vaccination rate, infection rate, smoking cessation)	Participates in local quality improvement initiatives	Demonstrates the skills required to identify, develop, implement, and analyze a quality improvement project	Creates, implements, and assesses quality improvement initiatives at the institutional or community level
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Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Systems-Based Practice 2: System Navigation for Patient-Centered Care				
Level 1	Level 2	Level 3	Level 4	Level 5
Demonstrates knowledge of care coordination	Coordinates care of patients in routine clinical situations effectively utilizing the roles of the interprofessional teams	Coordinates care of patients in complex clinical situations effectively utilizing the roles of their interprofessional teams	Role models effective coordination of patient-centered care among different disciplines and specialties	Analyzes the process of care coordination and leads in the design and implementation of improvements
Identifies key elements for safe and effective transitions of care and handoffs	Performs safe and effective transitions of care/handoffs in routine clinical situations	Performs safe and effective transitions of care/handoffs in complex clinical situations	Role models and advocates for safe and effective transitions of care/handoffs within and across health care delivery systems, including outpatient settings	Improves quality of transitions of care within and across health care delivery systems to optimize patient outcomes
Demonstrates knowledge of population and community health needs and disparities	Identifies specific population and community health needs and inequities for their local population	Uses local resources effectively to meet the needs of a patient population and community	Participates in changing and adapting practice to provide for the needs of specific populations	Leads innovations and advocates for populations and communities with health care inequities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Systems-Based Practice 3: Physician Role in Health Care Systems				
Level 1	Level 2	Level 3	Level 4	Level 5
Identifies components of the complex health care system	Describes the physician's role and how the interrelated components of complex health care system impact patient care	Analyzes how personal practice affects the system (e.g., length of stay, readmission rates, clinical efficiency)	Manages the interrelated components of the complex health care systems for efficient and effective patient care	Advocates for or leads change to enhance systems for high value, efficient, and effective patient care
Describes basic health payment systems, including government, private, public, and uninsured care and different practice models	Delivers care informed by patient specific payment model	Utilizes shared decision making in patient care, taking into consideration payment models	Advocates for patient care understanding the limitations of each patient's payment model (e.g., community resources, patient assistance resources)	Participates in advocacy activities for health policy to better align payment systems with high value care
		Identifies resources and effectively plans for transition to practice (e.g., information technology, legal, billing and coding, financial, personnel)	Describes basic elements needed to transition to practice (e.g., contract negotiations, malpractice insurance, government regulation, compliance)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Practice-Based Learning and Improvement 1: Evidence-Based and Informed Practice				
Level 1	Level 2	Level 3	Level 4	Level 5
Demonstrates how to access and use available evidence, and incorporate patient preferences and values in order to care for a routine patient	Articulates clinical questions and elicits patient preferences and values in order to guide evidence-based care	Locates and applies the best available evidence, integrated with patient preference, to the care of complex patients	Critically appraises and applies evidence even in the face of uncertainty and conflicting evidence to guide care, tailored to the individual patient	Coaches others to critically appraise and apply evidence for complex patients, and/or participates in the development of guidelines
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Practice-Based Learning and Improvement 2: Reflective Practice and Commitment to Personal Growth				
Level 1	Level 2	Level 3	Level 4	Level 5
Accepts responsibility for personal and professional development by establishing goals	Demonstrates openness to performance data (feedback and other input) in order to inform goals	Seeks performance data episodically, with adaptability and humility	Intentionally seeks performance data consistently, with adaptability and humility	Role models consistently seeking performance data, with adaptability and humility
Identifies the factors that contribute to gap(s) between expectations and actual performance	Analyzes and reflects on the factors that contribute to gap(s) between expectations and actual performance	Analyzes, reflects on, and institutes behavioral change(s) to narrow the gap(s) between expectations and actual performance	Challenges assumptions and considers alternatives in narrowing the gap(s) between expectations and actual performance	Coaches others on reflective practice
Actively seeks opportunities to improve	Designs and implements a learning plan, with prompting	Independently creates and implements a learning plan	Uses performance data to measure the effectiveness of the learning plan and, when necessary, improves it	Facilitates the design and implementation of learning plans for others
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Practice-Based Learning and Improvement 3: Patient Safety – Contrast Agents; Radiation Safety, MR Safety; Sedation				
Level 1	Level 2	Level 3	Level 4	Level 5
<p><b>Contrast Agents:</b> Recognizes and manages contrast reactions</p> <p><b>Radiation Safety:</b> Describes the mechanisms of radiation injury and the ALARA (“as low as reasonably achievable”) concept</p> <p><b>MR Safety:</b> Describes risks of MRI</p>	<p><b>Contrast Agents:</b> Re-demonstrates recognition and management of contrast reactions</p> <p><b>Radiation Safety:</b> Accesses resources to determine exam-specific average radiation dose information</p> <p><b>MR Safety:</b> Accesses resources to determine the safety of implanted devices and retained metal</p>	<p><b>Contrasts Agents:</b> Re-demonstrates recognition and management of contrast reactions</p> <p><b>Radiation Safety:</b> Communicates the relative risk of exam-specific radiation exposure to patients and practitioners</p> <p><b>MR Safety:</b> Communicates MR safety of common implants and retained foreign bodies to patients and practitioners</p>	<p><b>Contrast Agents:</b> Re-demonstrates recognition and management of contrast reactions</p> <p><b>Radiation Safety:</b> Promotes radiation safety at the institutional level</p> <p><b>MR Safety:</b> Applies principles of MR safety, including safety zones and pre-MR screening</p> <p><b>Sedation:</b> Describes the principles of conscious sedation</p>	<p><b>Contrast Agents:</b> Teaches appropriate treatment of contrast reactions</p> <p><b>Radiation Safety:</b> Promotes radiation safety at the national level</p> <p><b>MR Safety:</b> Participates in establishing a safe MR program</p> <p><b>Sedation:</b> Selects appropriate sedation agent and dose for conscious sedation</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not yet achieved Level 1 <input type="checkbox"/>

Professionalism 1: Professional Behavior and Ethical Principles				
Level 1	Level 2	Level 3	Level 4	Level 5
Identifies and describes potential triggers for professionalism lapses	Demonstrates insight into professional behavior in routine situations	Demonstrates professional behavior in complex or stressful situations	Recognizes situations that may trigger professionalism lapses and intervenes to prevent lapses in self and others	Coaches others when their behavior fails to meet professional expectations
Describes when and how to appropriately report professionalism lapses, including strategies for addressing common barriers	Takes responsibility for own professionalism lapses	Analyzes complex situations using ethical principles	Recognizes and utilizes appropriate resources for managing and resolving ethical dilemmas as needed (e.g., ethics consultations, literature review, risk management/legal consultation)	Identifies and seeks to address system-level factors that induce or exacerbate ethical problems or impede their resolution
Demonstrates knowledge of the ethical principles underlying informed consent, surrogate decision making, advance directives, confidentiality, error disclosure, stewardship of limited resources, and related topics	Analyzes straightforward situations using ethical principles	Recognizes need to seek help in managing and resolving complex ethical situations		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Professionalism 2: Accountability/Conscientiousness				
Level 1	Level 2	Level 3	Level 4	Level 5
<p>Takes responsibility for failure to complete tasks and responsibilities, identifies potential contributing factors, and describes strategies for ensuring timely task completion in the future</p> <p>Responds promptly to requests or reminders to complete tasks and responsibilities</p>	<p>Performs tasks and responsibilities in a timely manner with appropriate attention to detail in routine situations</p> <p>Recognizes situations that may impact own ability to complete tasks and responsibilities in a timely manner</p>	<p>Performs tasks and responsibilities in a timely manner with appropriate attention to detail in complex or stressful situations</p> <p>Proactively implements strategies to ensure that the needs of patients, teams, and systems are met</p>	<p>Recognizes situations that may impact others' ability to complete tasks and responsibilities in a timely manner</p>	<p>Takes ownership of system outcomes</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Professionalism 3: Self-Awareness and Help-Seeking				
Level 1	Level 2	Level 3	Level 4	Level 5
<p>Recognizes status of personal and professional well-being, with assistance</p> <p>Recognizes limits in the knowledge/skills of self or team, with assistance</p>	<p>Independently recognizes status of personal and professional well-being</p> <p>Independently recognizes limits in the knowledge/skills of self or team</p> <p>Demonstrates appropriate help-seeking behaviors</p>	<p>With assistance, proposes a plan to optimize personal and professional well-being</p> <p>With assistance, proposes a plan to remediate or improve limits in the knowledge/skills of self or team</p>	<p>Independently develops a plan to optimize personal and professional well-being</p> <p>Independently develops a plan to remediate or improve limits in the knowledge/skills of self or team</p>	<p>Coaches others when emotional responses or limitations in knowledge/skills do not meet professional expectations</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Interpersonal and Communication Skills 1: Patient- and Family-Centered Communication				
Level 1	Level 2	Level 3	Level 4	Level 5
<p>Uses language and non-verbal behavior to demonstrate respect and establish rapport</p> <p>Identifies common barriers to effective communication (e.g., language, disability) while accurately communicating own role within the health care system</p> <p>Identifies the need to adjust communication strategies based on assessment of patient/family expectations and understanding of their health status and treatment options</p>	<p>Establishes a therapeutic relationship in straightforward encounters using active listening and clear language</p> <p>Identifies complex barriers to effective communication (e.g., health literacy, cultural)</p> <p>Organizes and initiates communication with patients/families by introducing stakeholders, setting the agenda, clarifying expectations, and verifying an understanding of the clinical situation</p>	<p>Establishes a therapeutic relationship in challenging patient encounters</p> <p>When prompted, reflects on personal biases while attempting to minimize communication barriers</p> <p>With guidance, sensitively and compassionately delivers medical information; elicits patient/family values, goals and preferences; and acknowledges uncertainty and conflict</p>	<p>Easily establishes therapeutic relationships, with attention to patient/family concerns and context, regardless of complexity</p> <p>Independently recognizes personal biases while attempting to proactively minimize communication barriers</p> <p>Independently uses shared decision making to align patient/family values, goals, and preferences with treatment options to make a personalized care plan</p>	<p>Mentors others in situational awareness and critical self-reflection to consistently develop positive therapeutic relationships</p> <p>Role models self-awareness practice while identifying teaching a contextual approach to minimize communication barriers</p> <p>Role models shared decision making in patient/family communication in situations with a high degree of uncertainty/conflict</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Interpersonal and Communication Skills 2: Interprofessional and Team Communication				
Level 1	Level 2	Level 3	Level 4	Level 5
Respectfully requests a consultation	Clearly and concisely requests a consultation	Checks own understanding of consultant recommendations	Coordinates recommendations from different members of the health care team to optimize patient care	Role models flexible communication strategies that value input from all health care team members, resolving conflict when needed
Respectfully receives a consultation request	Clearly and concisely responds to a consultation request	Checks understanding of recommendations when providing consultation	Communicates feedback and constructive criticism to superiors	Facilitates regular health care team-based feedback in complex situations
Uses language that values all members of the health care team	Communicates information effectively with all health care team members  Solicits feedback on performance as a member of the health care team	Uses active listening to adapt communication style to fit team needs  Communicates concerns and provides feedback to peers and learners		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>

Interpersonal and Communication Skills 3: Communication within Health Care Systems				
Level 1	Level 2	Level 3	Level 4	Level 5
<p>Accurately records information in the patient record</p> <p>Safeguards patient personal health information</p> <p>Communicates through appropriate channels as required by institutional policy (e.g. patient safety reports, cell phone/pager usage)</p>	<p>Demonstrates organized diagnostic and therapeutic reasoning through notes in the patient record</p> <p>Demonstrates accurate, timely, and appropriate use of documentation shortcuts</p> <p>Documents required data in formats specified by institutional policy</p> <p>Respectfully communicates concerns about the system</p>	<p>Concisely reports diagnostic and therapeutic reasoning in the patient record</p> <p>Appropriately selects direct (e.g., telephone, in-person) and indirect (e.g., progress notes, text messages) forms of communication based on context</p> <p>Uses appropriate channels to offer clear and constructive suggestions to improve the system</p>	<p>Communicates clearly, concisely, in a timely manner, and in an organized written form, including anticipatory guidance</p> <p>Produces written or verbal communication (e.g., patient notes, e-mail, etc.) that serves as an example for others to follow</p> <p>Initiates difficult conversations with appropriate stakeholders to improve the system</p>	<p>Models feedback to improve others' written communication</p> <p>Guides departmental or institutional communication around policies and procedures</p> <p>Facilitates dialogue regarding systems issues among larger community stakeholders (e.g., institution, health care system, field)</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:				Not Yet Achieved Level 1 <input type="checkbox"/>