

OFFICE STAFF/UNIT ASSISTANT ASSESSMENT QUESTIONNAIRE

360 Degree Evaluation

Resident's Name: _____ Evaluator's Name: _____ Inpatient ___ Outpatient ___

Program/Specialty: _____ Year of Training: _____ Evaluation Date: _____

How familiar are you with this resident's work? Very Well 6 5 Somewhat 4 3 2 Hardly at All 1

The following statements describe physician behaviors. Compared to other residents at the same level of training, rate the resident's performance using the scale to the right.

	<u>Never</u>	<u>Sometimes</u>	<u>Half The Time</u>	<u>Often</u>	<u>Always</u>	<u>Unable to Evaluate</u>
A. PROFESSIONALISM						
1. Demonstrates respect for patients	1	2	3	4	5	UE
2. Demonstrates respect for office staff/unit assistant	1	2	3	4	5	UE
3. Functions effectively as a member of the team	1	2	3	4	5	UE
4. Demonstrates responsibility	1	2	3	4	5	UE
5. Is condescending to you	1	2	3	4	5	UE
6. Is condescending to patients and families	1	2	3	4	5	UE
7. Is abusive to you	1	2	3	4	5	UE
8. Is abusive around patients and families	1	2	3	4	5	UE
9. Is courteous to patients and families	1	2	3	4	5	UE
10. Responds in a timely fashion to requests for help	1	2	3	4	5	UE
11. Answers pages in a timely fashion	1	2	3	4	5	UE
B. INTERPERSONAL & COMMUNICATION SKILLS						
1. Listens to and considers what you have to say	1	2	3	4	5	UE
2. Handles demanding interpersonal situations in a respectful and effective manner	1	2	3	4	5	UE
3. Handles messages in a timely fashion	1	2	3	4	5	UE
4. Accurately completes paperwork	1	2	3	4	5	UE

Comments and overall appraisal of resident: