In-Training Evaluation Report – Genetic and Genomic Diagnostic Specialty

NAME: Last Name _____ First Name _____

Date Training Started: _____ Full Time ☐ Part time ☐

Training Stage: **Transition to Discipline** Unit: **QMS, Specimen Accessioning and Learning Plan**

Unit Start Date: _____ Unit End Date: _____

Training Site: _____ Supervisor: _____

Learning objectives associated with this unit:	Below expectations	Meets expectations	Exceeds expectations
ME 1.3 Apply knowledge of an established Quality Management System in day-to-day activities [e.g. QMS01 from Clinical and Laboratory Standard Institute (CLSI)]			
ME 2.2 Identify basic principles of specimen adequacy			
ME 3.2 Describe sample accessioning in the laboratory including appropriate reasons for referral (e.g. carrier, diagnosis, pre-symptomatic)			
ME 3.3 Recognize and discuss the importance of the triaging and timing of specimen collection			
ME 5.1 Access and adhere to standard operating procedures (SOP) and document control processes			
L 1.1 Apply knowledge of the principles of quality assurance pertinent to laboratory medicine			
L 1.4 Describe the data available from health information systems to optimize patient care			
S 1.1 Create a learning plan in collaboration with a designated supervisor identifying learning needs related to laboratory genetics			
P 3.1 Demonstrate awareness of the relevant codes, policies, standards and laws (both local and provincial) governing laboratory practice including accreditation standards, and CLSI			

Longitudinal Competencies:	Never	Rarely	Sometimes	Usually	Always
ME 1.3 Apply knowledge of the main clinical features of genetic disorders in the context of choice of testing procedure, result interpretation and report writing					
ME 1.6 Demonstrate insight into limits of expertise and seek consultation as necessary					
ME 2.1 Prioritize specimens and testing based on clinical indication and impact on medical management					

ME 2.2 Select ancillary tests in a resource-effective and ethical manner that balances costs with potential utility of results					
COM 4.1 Prepare clear, concise, comprehensive, and timely written reports for genetic tests that incorporate personal and family history and results from other relevant testing in answering the clinical question					
COL 1.2 Discuss trouble-shooting issues with colleagues in the genetic laboratory including laboratory members					
COL 1.2 Work effectively with laboratory technologists and laboratory assistants, directing their assistance as appropriate					
COL 2.1 Respond to requests and feedback in a respectful and timely manner					
L 1.1 Actively participates in quality control, quality assurance, and quality improvement initiatives					
L 3.1 Review quality control data, and take appropriate action for deficiency follow-up, including possible sample mix-up					
HA 1.3 Understand the clinical implications of incidental findings, approaches to minimize the chance of finding them, and policies for reporting					
S 1.2 Identify opportunities for learning and improvement by regularly reflecting on and assessing personal performance					
S 2.4 Participate in available learning activities					
P 1.2 Demonstrate a commitment to excellence in all aspects of laboratory practice					
P 3.1 Adhere to the relevant codes, policies, standards, and laws governing laboratory practice including accreditation, standard operating procedures, training and competency, safety, and privacy					

Technical and Interpretative requirements have been completed for this unit Yes ☐ No ☐

If no, justify in the section below.

Summarize the trainee's performance for this unit and formulate recommendations for future improvement

Name/Signature of evaluator(s) _____

Date _____ _____

Name/Signature of Program Director _____

This is to attest that I have read this document Signature of Trainee _____