

RESIDENT ADVISOR ROLE DESCRIPTION
PEDIATRIC POSTGRADUATE EDUCATION PROGRAM

ADVISORY SYSTEM

Each new Resident entering the Program will be asked to select a faculty advisor who will be available to them while they are in the Pediatric Program. Residents without an advisor past 6 months of starting the program will be assigned an advisor.

The following is a summary of the advisor role, as well as principles outlining the way the advisor system should operate.

Role of the Advisor

1. The advisor's main responsibility will be to assist the resident in making decisions regarding training issues as well as career choices. The advisor should be supportive to the resident and take on a role as the resident's advocate.
2. While frequency of meetings between resident and advisor may vary, the advisor should meet with each advisee a minimum of three times per academic year.
3. The advisor is encouraged to interact with the advisee at least once a year in a social environment. For example the advisor could invite the advisee for lunch or dinner or involve the resident in some activity outside of work.
4. The advisor should review rotation evaluations on a regular basis and discuss pertinent weaknesses/strengths with the advisee to improve academic standing.
5. The advisor is encouraged to review each advisee's rotations/electives annually such that they meet educational/research objectives and ensure that exposure to a broad range of general and pediatric subspecialties is achieved at the completion of the program.
6. The advisor is expected to collate performance evaluations of each advisee (strengths and weaknesses) on an annual basis early June and submit a written report to the Director of the Postgraduate Program. This is done online via webeval.

Selection Process

Residents should have the opportunity to choose their own advisor. It is recognized that many residents entering the pediatric training program will have little knowledge of faculty members initially. However after a period of six months, residents should be in a position to choose an advisor and it is expected by six months that each new resident will have an advisor. Residents will be reminded when the 6 month mark is approaching if they have not selected an advisor. If beyond that time they have not selected an advisor, an advisor will be selected for them.

Each advisor may have a maximum of 2-3 residents at any one time.

Residents are advised strongly to have a separate research advisor in order to avoid any conflicts of interest.

ASSESSMENT OF ADVISEES' ANNUAL PERFORMANCE

At the end of each academic year, each resident advisor is expected to complete a "year-end summary" (a collation of each advisee's annual performance) in early June. These forms are now submitted online. The resident is required to submit a request electronically in order for their advisor to have access to the online form.

The following is a summary of the types of information to be included in the report.

- 1. The rotation evaluations completed for the academic year.**
- 2. A summary of the advisee's performance in the Mock Oral Exams held twice a year, OCSE performance, and scores/progress on the American Board of Pediatrics In Training Exam.**
- 3. A collation of the strengths and weaknesses identified on each rotation.**
- 4. A summary statement of the advisee's overall performance with a focus on special achievements and awards in research and education.**

The document should be reviewed by the advisee prior to submission to the Program Director.

To see a sample of the year-end summary, please click [here](#).

Reviewed October 2012