

## What is a Summative Assessment and what does an Assessor do?

A Summative Assessment is a pass/fail review of a candidate's:

- medical knowledge and procedural skills
- clinical decision-making skills
- communication and professionalism

to ensure the candidate is fully competent to join the General Register of the College of Physicians & Surgeons of Alberta (CPSA). As an assessor, you'll be instrumental in affirming the candidate is providing Albertans with safe, effective care.

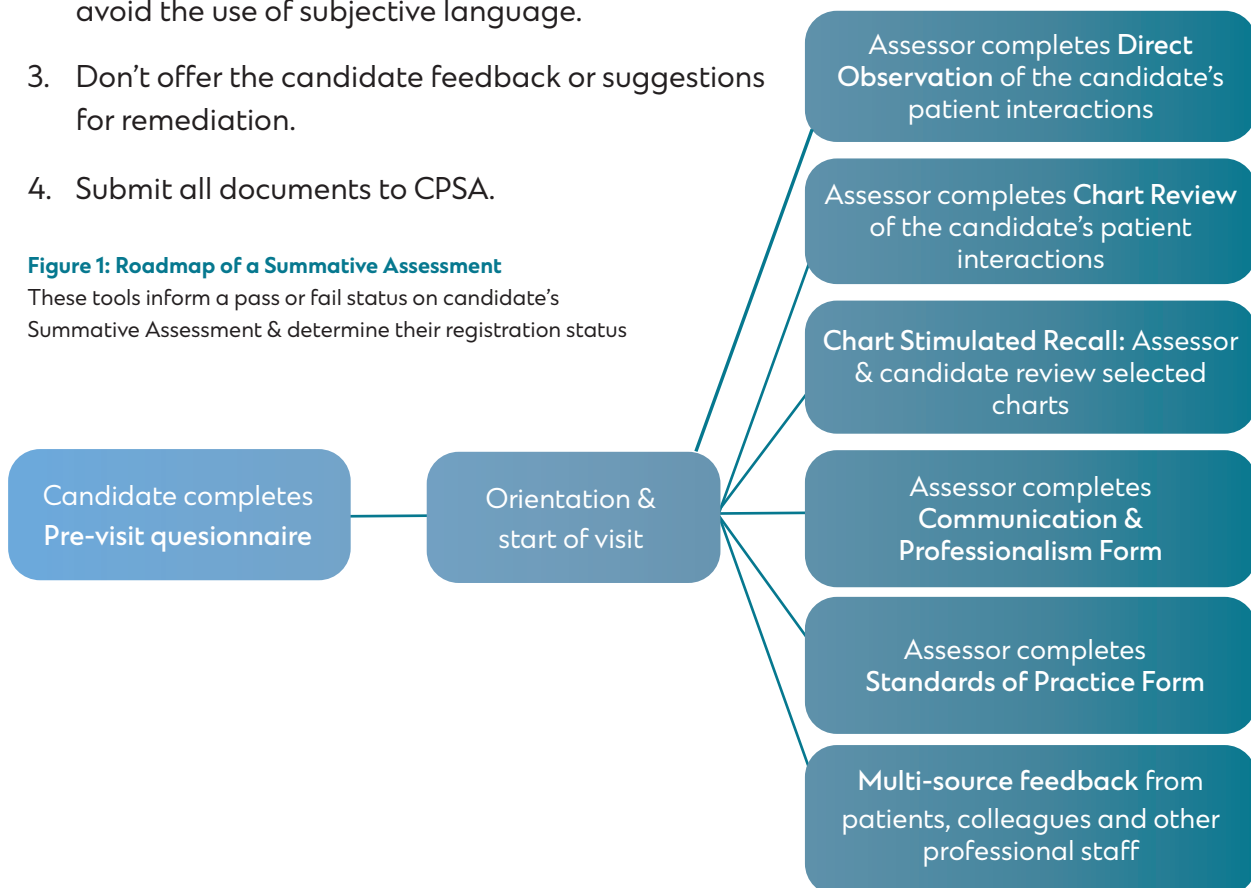
The assessment will span 3-4 days in the candidate's practice location. In addition to a clinic setting, you may be required to accompany the candidate to an ER, hospital in-patient setting or Designated Assisted Living and/or Long Term Care setting.

### Four tips for a successful assessment:

1. Communicate with the candidate to schedule a time for the assessment.
2. Use your professional judgement in completing and documenting the assessment, and avoid the use of subjective language.
3. Don't offer the candidate feedback or suggestions for remediation.
4. Submit all documents to CPSA.

**Figure 1: Roadmap of a Summative Assessment**

These tools inform a pass or fail status on candidate's Summative Assessment & determine their registration status



You will be given a package of assessment tools, and will be required to submit your completed documentation. CPSA's Summative Assessment Committee will review the report, along with other information about the candidate, helping to inform the final decision by the CPSA Assistant Registrar of Registration on the candidate's status.

**There are 6 tools in the assessment package. Assessors are responsible for completing all except Multi-Source Feedback.**

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|---|---|---|
| 1 | <b>Direct Observation</b>                       | <ul style="list-style-type: none"> <li>• During the first 2 days of assessment, an assessor directly observes the candidate interacting with patients.</li> <li>• Assessor completes a Direct Observation Form for every patient interaction.</li> </ul>          |
| 2 | <b>Chart Review</b>                             | <ul style="list-style-type: none"> <li>• Assessor reviews a total of 30 charts. See the Chart Review Package for more details.</li> </ul>   |
| 3 | <b>Chart Stimulated Recall</b>                  | <ul style="list-style-type: none"> <li>• Assessor selects 10 of the 30 charts they reviewed to discuss in detail with the candidate to assess their clinical decision making and record keeping.</li> </ul>   |
| 4 | <b>Communication &amp; Professionalism Form</b> | <ul style="list-style-type: none"> <li>• Based on the assessor's observation of the candidate's interactions with patients, colleagues and staff, they'll assess the candidate's communication and professional demeanor by completing this form once.</li> </ul> |
| 5 | <b>Standards of Practice Feedback</b>           | <ul style="list-style-type: none"> <li>• Assessor observes the candidate to ensure they meet CPSA Standards of Practice.</li> </ul>   |
| 6 | <b>Multi-Source Feedback</b>                    | <ul style="list-style-type: none"> <li>• We'll collect feedback from patients and colleagues and the assessor will collect feedback from other professional staff.</li> </ul>   |

The attached assessment package tools are designed to incorporate features of the competencies derived from CanMEDs-FM<sup>i</sup> and Triple C Competency-Based Curriculum and Evaluating Objectives<sup>ii</sup>.

<sup>i</sup> Royal College of Physicians and Surgeons of Canada

<sup>ii</sup> College of Family Physicians of Canada