

Action Plan Template

Identify up to three opportunities for improvement that would be beneficial to you or your group.

	Goal
What is the opportunity or gap?	I, Sebastian Straube, supervise University of Alberta residents in the Occupational Medicine and Environmental Medicine Clinic. I would like to review the evaluation scores and feedback comments I have received from those learners, so that I can improve my teaching. If changes need to be made in light of the evaluations and feedback, I will make them.
2. Who will lead the change?	I, Sebastian Straube, will lead the change.
Who will help implement the change and how will they need help?	I, Sebastian Straube will implement the change.
4. How will you identify the root causes of the issue?	Through reflection on the evaluation scores and feedback comments received
5. Considering root causes, what is a potential intervention which may be tested to improve the challenge you are facing?	Make changes to my approach to teaching, where needed
6. What resources are needed?	Access to evaluation scores and feedback comments from learners
7. What is the timeline?	Feedback comments and evaluation scores were considered for the time period from 2016 to 2021, with changes to be implemented in the following years.
8. What barriers may compromise success?	Lack of time to evaluate and make changes; lack of informative evaluation data
What strategies will you employ to mitigate the barriers identified?	Make the time to evaluate and make changes; pool evaluation data to have a meaningful sample
10. How will achieving the goal be identified or measured?	Continued reflection about my teaching abilities; review of new evaluation data to see if the scores in identified areas improve
11. What strategies will you employ to evaluate and sustain the change?	Review of new evaluation data, continue to be engaged in and learn about medical education

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