

Royal College Guidelines for Annual Performance Review

MOC Section 3
(3 credits per hour)

Does not need to be reviewed and approved by an accredited CPD provider

Assessment activity



Documentation Required:

Beyond the documentation in your MAINPORT ePortfolio of the key outcomes, plans or goals that resulted from the annual performance review, specialists should be able to provide upon request:

- A description of the measures or data sources included to develop their annual performance review.
- A copy of any data that was used in formulating the annual performance review.
- A description of how feedback was provided during or subsequent to their annual performance review.
- Any learning objective(s) or plans that were developed based on the annual performance review.

Royal College Guidelines Annual Performance Review: At-A-Glance

Guideline 1	Annual performance reviews should be developed to review current and future roles, responsibilities and/or expectations of the professional practice of an individual physician.
Guideline 2	Annual performance reviews should be designed to enable physicians to address one or more assessment question(s).
Guideline 3	Annual performance reviews should be based on an assessment of a minimum of 3 competencies, performance measures, or quality indicators.
Guideline 4	Annual performance reviews should be based on multiple data sources that reflect an individual's overall performance within relevant professional practice domains.
Guideline 5	Annual performance reviews may include a summary of specific performance measures that enable comparison with peers or established standards.
Guideline 6	Annual performance reviews must include a strategy to obtain feedback from colleagues, peers or mentors.
Guideline 7	Annual performance reviews should result in identifying opportunities for future learning and/or continuous improvement on a physician's professional practice.
Guideline 8	Annual performance reviews should receive credits for the time spent reviewing, discussing, reflecting and identifying the outcomes for future learning or practice improvements for one's professional practice.