

<p style="text-align: center;">UNIVERSITY OF ILLINOIS AT CHICAGO</p> <p style="text-align: center;">COLLEGE OF MEDICINE</p> <p style="text-align: center;">Chicago, Illinois</p>	<p style="text-align: center;">CONTINUING MEDICAL EDUCATION POLICY</p> <p style="text-align: center;">ACTIVITY EVALUATION</p>	<p>Policy Number: 06 Effective Date: July 6, 1995</p> <p>Reviewed: July 6, 2006</p>
---	---	---

ACTIVITY EVALUATION:

Regularly Scheduled Conferences such as Grand Rounds must undergo periodic evaluation. A minimum of quarterly evaluations will be considered acceptable for a program with weekly sessions. A goal for such activities is to periodically evaluate them by using a trained educational observer and follow-up self reporting by the participants, as well as the usual participants' activity evaluations. A sampling of individual sessions may be done but this does not replace the summary evaluation.

Courses (episodic activities) must use participant feedback as a minimum for evaluation. The activity faculty must stress the importance of completion of the evaluations by the participants throughout the activity to ensure a good return. Activity directors should be encouraged to expand the evaluation through the use of educational observers, participant evaluations, as well as participant follow-up evaluation and self reporting.

Outcomes measures are required for all activities. The use of additional evaluation methods is strongly encouraged including, but not limited to, follow-up and quality assurance.