



**To the Student:** *This checklist has been provided to help you keep track of evaluation forms and learning activities. Please note when each form has been completed and submitted to the CORE administrative assistant (if appropriate). Evaluation forms and assignments are due the week specified. This checklist does not need to be submitted.*

**Date submitted to CORE  
Office or completed on  
New Innovations or BlackBoard**

**EVALUATION FORMS**

1. Preceptor Evaluation of Student Performance
  - A. Mid-Clerkship (Preceptor completes during week three of the clerkship) (E-1)
  - B. End of Clerkship (Preceptor completes during week six of the clerkship) (E-2)\*  
(Log-on to [www.new-innov.com](http://www.new-innov.com) to complete this form or use the standard "blue form")
2. Facilitator Evaluation of Student Seminar Performance (E-3)  
(Facilitator completes during week six of the clerkship)
3. Student Evaluation of Preceptor and Rotation (E-4)\*  
(Student completes during week five or six of the clerkship)  
(Log-on to [www.new-innov.com](http://www.new-innov.com) to complete this form)

**LEARNING ACTIVITIES**

1. Student Learning Profile (LA-1)  
(Student completes prior to day one of the Clerkship, and shares with Preceptor and Facilitator)
2. Facilitator Feedback of Student Required Learning Activities (LA-2)  
(Clerkship Seminar Facilitator completes as appropriate, during student presentations)
3. Preceptor Checklist of Student Focused H&P (LA-3)
  - A. Mid-Clerkship (Preceptor completes during week three of the Clerkship)
  - B. End of Clerkship (Preceptor completes the same form during week six of the Clerkship)
4. Student Focused H&P SOAP Note Write-up (Student submits to preceptor for evaluation, but does not turn in to CORE office.)
  - A. Mid-Clerkship (Student completes during week three of the Clerkship)
  - B. End of Clerkship (Student completes by week five of the Clerkship)
5. Preceptor Scoring Sheet of Student Focused H&P SOAP Note (LA-4)
  - A. Mid-Clerkship (Preceptor completes during week three of the Clerkship)
  - B. End of Clerkship (Preceptor completes the same form by week six of the Clerkship)
6. Student Procedure Logs/Log Report\*(Log-on to [www.new-innov.com](http://www.new-innov.com) to complete)  
(Student completes by end of the Rotation and the report must be signed by their Preceptor)
7. On-line Family Medicine Clerkship modules via BlackBoard
  - A. Cultural Competency Year 3 Module
  - B. Quality of Care/Safety Year 3 Module
  - C. EBM Year 3 Module

NOTE: Students are responsible for the submission of all evaluation and learning activity forms as they are completed. Please make certain that your preceptor and clerkship seminar facilitator complete the appropriate forms by the specified week of the clerkship. *All forms can be found in Appendix G of the course syllabus.*

*\* Affiliate COM Students are expected to do all OUCOM evaluation forms except for E-2 and E-4 and are expected to do all Learning Activities, but may complete their logs and final evaluation through their school's system.*