

## Tips for Assessors - Clinical Field Assessment Report

The clinical field assessment report (CFAR) is a *summative evaluation tool* administered during the clinical field assessment (CFA) period of the PRA-BC program. The CFAR is designed to capture PRA candidate performance, including performance improvement resulting from feedback provided to the candidate.

The CFAR compiles objective evidence from multiple encounters - through use of *field notes*, *mini evaluation exercise (CEX)*, *multisource feedback (MSF)* and *chart reviews* - to form a comprehensive evaluation of clinical competence.

### When to Complete the CFAR

Unless otherwise notified, the following schedule for completion and submission applies:

- Interim CFAR → end of Week 6
- Final CFAR → end of Week 12

### How to Complete the CFAR

Both the interim and final CFAR are structured around the College of Family Physicians of Canada (CFPC) *Domains of Care* and the *Sentinel Habits* for the practice of family medicine.

The **interim** CFAR allows for the following rankings: **never**, **sometimes**, **usually** or **always**. Selection should be based on comparison with the CFPC *Evaluation Objectives* and with the general standards of a competent family physician.

The **final** CFAR provides an overall evaluation of candidate competence against each of the Sentinel Habits. As this is the final assessment, only two options are included to avoid ambiguity: "competence has been demonstrated" - **yes or no**.

### CFAR Checklist

- Ensure sufficient number of properly completed field notes, Mini-CEX, and MSFs support CFAR decision.
- Include specific examples and comments to support CFAR scoring, especially where ethical or professionalism concerns exist.
- Use CFPC *Evaluation Objectives* to support comments and scoring.

**Note: CFARs MUST be co-signed by candidate prior to returning forms to PRA-BC offices.**

### Reference

1. Clinical Assessors Training Program for Practice Ready Assessment in Family Medicine. Training the Trainers. National Assessment Collaboration - Practice Ready Assessment in Family Medicine (NAC-PRA-FM). Pre-Training Reading. Pilot Meeting: February 2-3, 2015. Mississauga, Ontario, Canada.
2. Information Binder for Assessors of International Medical Graduates, Saskatchewan International Physicians Practice Assessment (SIPPA). Division of Continuing Professional Learning, College of Medicine, University of Saskatchewan. Accessed: Fall 2012 (Revised) <http://saskdocs.ca/work/family-physician---imgs/sippa/>