

TO BE COMPLETED BY FELLOW

**CANDID AND CONFIDENTIAL
PERSONAL ASSESSMENT OF ATC TRAINING PROGRAM**

Head and Neck Oncological Surgery Fellowship Program

at _____

Dates: _____ to _____

This form consists of 3 parts:

- 1) Program Evaluation
- 2) Faculty Evaluation
- 3) Operative Case Log

Print Name: _____

Signature: _____

PLEASE RETURN THIS CONFIDENTIAL FORM IN A SEALED ENVELOPE

BY JULY 1 TO:

JJ Jackman, Associate Executive Director
American Head and Neck Society
Advanced Training Council
11300 W. Olympic Blvd. #600
Los Angeles, CA 90069

ATC Program Evaluation Form

To be filled out by the candidate annually (once a year) and is a prerequisite to receiving the Diploma.

Name of Program: _____

Dates of Fellowship: _____

Date of this Evaluation: _____

PG Level Prior to Fellowship: _____ ABMS Specialty: _____

Intent in Pursuing this Fellowship:

Research Experience _____ Additional Clinical Experience _____ Both _____

Post Fellowship Plans:

- | | |
|---|--|
| <input type="checkbox"/> Private Practice
<input type="checkbox"/> Cancer Center Appointment
<input type="checkbox"/> Undecided | <input type="checkbox"/> Medical School Appointment
<input type="checkbox"/> Combination of the Above
<input type="checkbox"/> Other |
|---|--|

	Not Applicable	Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree
The program is well-rounded						
Patient material is adequate in numbers						
Patient material is mixed and diversified						
Curriculum is appropriate						
Conferences and didactic presentations are appropriate						
Instruction on decision-making is adequate						
Operating room experience is adequate						
Availability of staff is adequate/sufficient in number						
Supervision by faculty is enough						
There is enough freedom for independent clinical decision-making						
Clinical research exposure is available						
Basic science instruction (theoretical, classroom) is adequate						
Basic science training is appropriate						
Overall, this is a good training program in head & neck oncologic surgery						

COMMENTS: _____

The program allows for development of:	Not Applicable	Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree
Basic science research training						
Oncological judgment						
Surgical judgment						
Teaching						
Scholarship and academics						
A sound head and neck oncologic surgeon						

COMMENTS: _____

Your Program Director:	Not Applicable	Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree
Is committed to excellent patient care						
Participates actively in trainee (fellow/resident) education						
Is available for consultation						
Gives positive feedback on performance at regular intervals						
Mentors/supervises the trainee in scholastic pursuits						
Establishes effective working relationships with:						
Fellows/residents						
Nurses						
Physician extenders						
Other colleagues						

COMMENTS: _____

State your greatest satisfaction: _____

State your greatest dissatisfaction: _____

Suggestions for improvement: _____

Name (optional): _____

ATC Program Faculty Evaluation

These responses are in the interest of improving the fellowship
and will be kept strictly **confidential**.

Instructions: Write the number that most closely reflects your assessment
(1 = Outstanding, 2 = Good, 3 = Fair, 4 = Poor)

Institution: _____ Year in Fellowship: 1 or 2

ENTER ONE FACULTY MEMBER NAME PER COLUMN						
Directly worked with during fellowship Y/N						
Knowledge of surgical oncology						
Knowledge of head and neck oncology						
Discusses pre-op evaluation & indications for surgery in clinic						
Challenges me to create management plans						
Quality of informal teaching						
Availability for informal consultation						
Stimulates enthusiasm for learning						
Stimulates clinical research projects						
Stimulates basic science research projects						
Surgical technique						
Intra-operative decision making						
Allows independent operative teaching						
Caseload adequate for teaching						
Concern for my educational/future plans						
Gives constructive feedback						
Role model for fellows						
Interpersonal skills with fellows						
Gives respect						
Overall assessment						
CALCULATED MEAN						

DO **NOT** WRITE YOUR NAME ON THIS SHEET.

Case List for ATC Fellow

Name: _____

Dates Included: _____

Procedure	Surgeon	Assistant Supervising Surgeon	Assistant Surgeon	TOTAL
SALIVARY GLAND				
Lateral parotid lobectomy				
Total parotidectomy				
Submandibular				
Facial nerve graft				
Other facial reanimation				
(Other)				
NOSE, SINUS, ANTERIOR SKULL BASE				
Medial maxillectomy				
Total maxillectomy				
Craniofacial Resection				
(Other)				
LIP				
"V" excision				
Excision tumor with cheiloplasty				
(Other)				
ORAL CAVITY/OROPHARYNX				
Transoral resection				
Composite – marginal mandibulectomy				
Composite – segmental mandibulectomy				
Mandibulotomy				
(Other)				
NECK				
Selective neck dissection				
Modified RND				
Radical neck dissection				
Parapharyngeal space tumor – cervical				
Parapharyngeal space tumor – tr. parotid				
Parapharyngeal space tumor – tr. mandibular				
Benign cysts and tumors				
Carotid body tumor				
Trauma				
(Other)				
LARYNX AND PHARYNX				
Vertical hemilaryngectomy				
Supraglottic laryngectomy				
Other partial laryngectomy				
Total laryngectomy				
Partial pharyngolaryngectomy				
Total pharyngolaryngectomy				
Laser resection of tumor				

Procedure	Surgeon	Assistant Supervising Surgeon	Assistant Surgeon	TOTAL
Voice prosthesis primary				
Voice prosthesis secondary				
(Other)				
ENDOCRINE				
Hemithyroidectomy				
Total thyroidectomy				
Parathyroidectomy				
Parathyroid re-exploration				
Parathyroid re-implantation*				
(Other)				
TRACHEA				
Tracheotomy (independent proc.)				
Laryngotracheal reconstruction				
Tracheal resection				
Laser procedure				
(Other)				
ESOPHAGUS				
Zenker's diverticulum				
Resection with gastric transposition				
Free jejunum or other free flap				
Other esophageal replacement				
(Other)				
LATERAL AND POSTERIOR SKULL BASE				
Infratemporal fossa approach				
Jugular foramen tumors				
Temporal bone resection				
(Other)				
RECONSTRUCTION				
Skin grafts				
Local and distant skin flaps				
Myocutaneous flaps				
Free fasciocutaneous flaps				
Free bone flaps				
(Other)				
ENDOSCOPY				
"Rigid" endoscopy in O.R.				
Laser procedures (not listed above)				
(Other)				
VASCULAR				
Carotid resection and grafting				
(Other)				
CUTANEOUS MALIGNANCIES				
Face				
Neck				
Sentinel node biopsy for melanoma				
(Other)				
TOTALS				