

**Morehouse School of Medicine
Career Development Form
2012-2013**

Name: Date:

Position: Department:

Estimate the amount of time that you devote to each of the below outlined areas. Total % effort should aggregate to 100%.

Teaching

Research

Administration and Services

Clinical Services (without learners)

Other (Specify)

Self-Evaluation Scale: Rating (Only Select One)

(5=Excellent ; 4=Very Good; 3=Satisfactory; 2=Fair; 1=Needs Improvement; NA=Not Applicable)

Teaching Duties:

General Knowledge	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Technical Skills	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Timeliness	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Ratings by learners	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Ratings by peers	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA

Research Duties:

General Knowledge	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Technical Skills	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA

Administrative Duties:

Resource Management	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Budget	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Supplies & Equipment	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Personnel	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Planning Effectiveness	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA

Clinical Services:

General Knowledge	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Technical Skills	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA

General:

Communication Skills	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Leadership Ability	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Interpersonal Relations						
Internal	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
External	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Judgment	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Dependability	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Punctuality	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Resourcefulness and initiative	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Quality of Work	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Quantity of Work	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Personal Demeanor	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Professional Improvement	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA
Other (Specify)	☐ 5	☐ 4	☐ 3	☐ 2	☐ 1	☐ NA

Major Accomplishments During Year: (Indicate your major accomplishments for this year and your means of achievement.)

1.

Means of achievement:

Will be managed by:

☐ Chair/Director

☐ Faculty

Major Accomplishments During Year: *(Indicate your major accomplishments for this year and your means of achievement.)*

2.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Major Accomplishments During Year: *(Indicate your major accomplishments for this year and your means of achievement.)*

3.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Major Accomplishments During Year: *(Indicate your major accomplishments for this year and your means of achievement.)*

4.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Major Accomplishments During Year: *(Indicate your major accomplishments for this year and your means of achievement.)*

5.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Areas in Need of Improvement: (Indicate your areas of improvement for next year and your means of achievement.)

1.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Areas in Need of Improvement: (Indicate your areas of improvement for next year and your means of achievement.)

2.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Goals for Next Year: (Indicate your goals for next year and your means of achieving your goals.)

1.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Goals for Next Year: (Indicate your goals for next year and your means of achieving your goals.)

2.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Goals for Next Year: (Indicate your goals for next year and your means of achieving your goals.)

3.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Goals for Next Year: (Indicate your goals for next year and your means of achieving your goals.)

4.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Goals for Next Year: (Indicate your goals for next year and your means of achieving your goals.)

5.

Means of achievement:

Will be managed by:

☐

Chair/Director

☐

Faculty

Overall Performance Comments

Overall Assessment

☐ 5

☐ 4

☐ 3

☐ 2

☐ 1

☐ NA

Signature

Date

Signature

Date