Identify the Goal
- How is [xxxx] going for you? What do you find challenging?

Prompt Self-Assessment
- What do you think you did well?
  If you could re-do [XXX], what would you do differently?

Observations: Strengths/Gaps
- I thought your introduction was very welcoming and you appeared relaxed and open to listening to the patient.
- I agree that you seemed to pause quite a bit during the history taking. I observed that as well. What do you think you can do to have the questions in your interview flow more smoothly?
  (or use an anchor description from the CET)

Coaching Plan/Follow-Up
- Discuss briefly what can be done to try to work on the goal. Offer advice or resources when appropriate.

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**Giving**
- directed towards a specific target, goal or competency.
- begins with the learner’s self-reflection of performance related to the target, goal, or competency.
- timely and ongoing.
- focused on work and process (i.e., strategies and approaches).
- descriptive and not evaluative.
- constructive, specific, and actionable.

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**Receiving**
- received with a growth mindset.
- received with clear understanding of the target/goal of the feedback.
- received with the intent to use the feedback to formulate specific action plans. An action plan that is implemented, performance is reassessed and modified with regard to reaching the goals.