

Appeals of Assessments Guidelines General Psychiatry Residency Program

Background

All residency programs endeavour to provide the highest standard of training to prepare residents for unsupervised or independent practice. Assessment is a key function of residency training aligned with teaching and learning opportunities as a part of the didactic (e.g., via academic half-days) and workplace-based (i.e., via clinical rotations) curriculum.

Standards for residency education that relate to teaching and assessment are articulated both by the [Royal College of Physicians and Surgeons of Canada](#) and by the University of Toronto, [Postgraduate Medical Education](#). Each residency program must then apply those standards within their specific contexts.

Residents within the General Psychiatry Residency Program may appeal assessments within the program should they believe that the assessment did not meet established standards regarding best practices in assessment, as articulated in *Guidelines for the Assessment of Postgraduate Residents*, Postgraduate Medical Education, University of Toronto (see below for link to guidelines).

Process

1. Consultation

Residents are advised to consult the Program Director or Associate Program Director should they have concerns about an assessment and are considering an appeal.

Confidential Consultation

Please note that at any time, a resident may confidentially consult the following supports:

- General Psychiatry Residency Program Resident Advisors
- Temerty Faculty of Medicine, Office of Learner Affairs including discussing, disclosing, or reporting [Learner Mistreatment](#)

2. Appeal

In general, appeals of assessments should occur no later than 90 days following the completion of an assessment. In the request to the Program Director for an appeal the resident should indicate the following:

- Assessment being appealed (e.g. rotation ITAR, PCS or RASC decision)
- Reason for Appeal noting any deviations from best practices in assessment or learner experience concerns

Appeals of assessment decisions will then be brought to the Psychiatry Residency Program Committee (PRPC) for further consideration. The residency program will endeavour to render decisions regarding appeals of assessments within 30-days of receiving the written request for appeal. If a decision cannot

be rendered within 30-days, residency program leadership will provide, in writing, an explanation to the resident as to reasons for the delay (e.g. timing of PRPC meeting) and an estimated timeline for a decision regarding the appeal.

For *assessments that involve other departments* (e.g. ITARs from off-service rotations), the Program Director will involve the Vice Chair, Education and Program Director from the other department, alongside the Vice Chair, Education for the Department of Psychiatry to consider the appeal.

In the case of appeals of referrals to the Board of Examiners, residents can present their appeal to the PRPC (with or without PRPC resident representatives present) and are invited to be accompanied by a support person from within established residency program or Temerty Faculty of Medicine (TFOM) organization (e.g. PARO representative, Chief Resident, co-resident, faculty member or TFOM employee).

Please note that appeals of decisions of the [Board of Examiners](#), Postgraduate Education, are overseen by the Faculty of Medicine Academic Appeals Committee.

Appeal of PRPC Decision

Residents can appeal decisions of the PRPC to the Vice Chair, Education, Department of Psychiatry.

Appeal of Vice Chair, Education Decision

Should a resident disagree with the decision of the Vice Chair, Education, the matter can be escalated to the Chair, Department of Psychiatry and/or Associate Dean, Postgraduate Medical Education (PGME). The decision of the Chair and/or Associate Dean, PGME is final as it relates to residency program assessments.

Please note that these guidelines may involve but do not directly relate to **resident-supervisor disagreements** that may occur during a rotation or interaction in the clinical environment. In such cases, the residency program will comport with University of Toronto Postgraduate Medical Education *Guidelines relating to Resolution of Resident Disagreement with an Attending Physician or Supervisor* (please see below).

In general – should a resident have **concerns about a decision made by the residency program**, they are encouraged to seek support and consultation via designated faculty leaders within the program (e.g., Resident Advisors, Rotation Coordinators, Postgraduate Site Directors etc.). At any time, residents may also seek counsel via the Office of Learner Affairs, Temerty Faculty of Medicine (e.g. via Learner Experience Office) or [PARO](#) if the issue relates to provisions of the collective agreement. Following consultation, they are encouraged to bring their concerns forward to the Program Director who will consult PRPC, Departmental leadership (e.g. Vice Chair, Education), PARO (as applicable) and/or PGME as needed.

Statement on Psychological Safety with Appeals and Supervisor Disagreements

As a community of practice undergirded by our commitment to robust medical education and mental health care within a psychologically safe learning and work environment, residents are encouraged to engage in dialogue, discussion, and consultation about issues related to residency training via all resources available in the residency program, University of Toronto Postgraduate Medical Education, Office of Learner Affairs, PARO etc. – “no door is the wrong door.” Residents who choose to move forward with an appeal of an assessment or who raise concerns about a disagreement with a supervisor

will be supported throughout the process. *Residency program and Department of Psychiatry leadership will not tolerate actual or perceived retaliation or retribution of any kind towards a resident in response to pursuit of appeals.*

References

Postgraduate Medical Education Policies and Guidelines, University of Toronto

[Guidelines for the Assessment of Postgraduate Residents](#)

[Assessment Guidelines](#), Faculty Council

[Academic Appeals within Divisions Policy](#), Governing Council, University of Toronto

[Appeals](#) (of Board of Examiners Decisions)

[Resolution of Resident Disagreement with Attending Physician or Supervisor](#)

[Resident Wellness Resources](#) (including information about Resident Advisors and Office of Learner Affairs)

Prepared by: Director and Associate Director, General Psychiatry Residency Program in consultation with Vice Chair, Education, Department of Psychiatry and UofT PGME policies and guidelines

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