



Pediatrics Structured Reference Letter

Applicant Name:

Referee Name:

Title:

Email:

Thank you for taking the time to be a referee for the CaRMS R-1 Main Residency Match. The candidate you are writing a letter of reference for is applying to Pediatrics. As a collaborative group of Pediatric Program Directors, we hope this structured narrative reference will help you in your reference submission.

Confidentiality of content

Please indicate if the applicant had an opportunity to review the content of this letter before submission to CaRMS:

- The applicant did not have the opportunity to review the content of this letter before submission to CaRMS
- The applicant had the opportunity to review the content of this letter before submission to CaRMS

Conflict of Interest

I declare that I have not, at any point during the time I have known this applicant, had a relationship with this applicant that could be construed as a conflict of interest. This may include but is not limited to being: related, a close friend, business associate or treating physician.

- I declare no conflict of interest
- I may have a conflict of interest

Briefly explain:

Context of Working Relationship

I have known the above-mentioned person for _____ years and/or _____ months.

My relationship (professional, educational, etc.) with the candidate:

Assessment of Applicant

The narrative comments are very valuable to our residency selection committees, and they appreciate the time it takes to thoughtfully address the following seven (7) areas:

1. How would you rate the applicant on their communication skills with patients/caregivers?

- ☐ Above expectations
- ☐ Meets expectations
- ☐ Below expectations
- ☐ Unable to comment

Comments:

2. How would you rate the applicant on teamwork and collaboration?

- ☐ Above expectations
- ☐ Meets expectations
- ☐ Below expectations
- ☐ Unable to comment

Comments:

3. How would you rate the applicant on their comfort and flexibility with uncertainty?

- ☐ Above expectations
- ☐ Meets expectations
- ☐ Below expectations
- ☐ Unable to comment

Comments:

4. How would you rate the applicant on their work ethic/initiative?

- ☐ Above expectations
- ☐ Meets expectations
- ☐ Below expectations
- ☐ Unable to comment

Comments:

5. How would you rate the applicant on demonstrating self-directed learning?

- ☐ Above expectations
- ☐ Meets expectations
- ☐ Below expectations
- ☐ Unable to comment

Comments:

6. How would you rate the applicant on their clinical knowledge base (differential diagnosis generation, ability to formulate a preliminary management plan etc.)

- ☐ Above expectations
- ☐ Meets expectations
- ☐ Below expectations
- ☐ Unable to comment

Comments:

7. How would you rate the applicant on their feedback receptivity?

- ☐ Above expectations
- ☐ Meets expectations
- ☐ Below expectations
- ☐ Unable to comment

Comments:

Any additional overall comments:

Have you observed any behaviours that cause you to have concerns about the following:

- Collegiality (e.g. conflict with staff, issue with other learner)
- Clinical judgment (e.g. over-confident, dangerous decision, overly hesitant)
- Patient-centred care (e.g. disrespect, conflict, boundaries)
- Reliability or responsibility (e.g. excessive absences, incomplete records, missed calls)
- Receiving feedback or maintaining professionalism (e.g. disruptive behaviours that impede feedback or disrupt clinic flow)
- Other observed behaviour(s) or trait(s), not otherwise described, that may impact this applicant's suitability for a position in a Pediatrics residency

No

- Yes

If yes, please describe your observation:

Recommendation

Final Statement (choose one):

I recommend this candidate without reservation

I recommend this candidate with some reservation

I would not recommend this candidate

Date: