**APPENDIX K - Resources Assessment**

(Matrix Format)

Programs holding Accreditation are required to complete Resource Assessment at least annually (Standard III.D). Programs seeking Initial Accreditation are required to complete at least columns B, C, and D of this matrix (Purpose, Measurement System, and Dates of Measurement) or complete the same information using the alternative full-page forms. Listed Purpose statements and Measurement Systems are minimally required. Programs may write additional Purpose statements and/or add Measurement Systems for resource(s).

(see resource survey instruments at [www.jrccvt.org/evaluation\_systems.htm](http://www.jrccvt.org/evaluation_systems.htm))

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| # | **(A)**RESOURCE | **(B)**PURPOSE (S)(Role(s) of the resource in the program) | **(C)**MEASUREMENT SYSTEM \*(types of measurements) | **(D)**DATE (S) OF MEASUREMENT | **(E)**RESULTS and ANALYSIS(Include the # meeting the cut score and the # that fell below the cut score) | **(F)**ACTION PLAN / FOLLOW UP(What is to be done, Who is responsible, Due Date, Expected result) |
| 1 | FACULTY | Provide instruction, supervision, and timely assessments of student progress in meeting program requirements.Work with advisory committee, administration, clinical affiliates and communities of interest to enhance the program.      | 1. Program Personnel Resource Survey2. Student Resource Survey      |       |       |       |
| 2 | MEDICAL DIRECTOR (S) | Provide input necessary to ensure medical components of curriculum, both didactic and supervised practice, meet current standards of medical practice.Work directly with students sufficiently to verify the adequacy of the educational process.      | 1. Program Personnel Resource Survey2. Student Resource Survey      |       |       |       |
| 3 | SUPPORT PERSONNEL (clerical, academic, ancillary) | Provide support personnel/services to ensure achievement of program goals and outcomes (e.g. admissions, registrar, advising, tutoring, clerical)      | 1. Program Personnel Resource Survey2. Student Resource Survey      |       |       |       |
| 4 | CURRICULUM | Provide specialty core and support courses to ensure the achievement of program goals and learning domains.      | 1. Program Personnel Resource Survey2. Student Resource Survey      |       |       |       |
| 5 | FINANCIAL RESOURCES (fiscal support, acquisition /maintenance of equipment /supplies, continuing education) | Provide fiscal support for personnel, acquisition and maintenance of equipment/supplies, and faculty/staff continuing education.      | 1. Program Personnel Resource Survey2. Student Resource Survey      |       |       |       |
| 6 | FACILITIES (classroom, lab, offices, ancillary); EQUIPMENT /SUPPLIES | Provide adequate classroom, laboratory, and ancillary facilities for students and faculty.     Provide a variety of equipment and supplies to prepare students for clinical experiences.      | 1. Program Personnel Resource Survey2. Student Resource Survey      |       |       |       |
| 7 | CLINICAL RESOURCES (affiliations) | Provide a variety of clinical experiences to achieve the program goals and outcomes.      | 1. Program Personnel Resource Survey2. Student Resource Survey      |       |       |       |
| 8 | LEARNING RESOURCES (print, electronic reference materials; computer resources) | Provide learning resources to support student learning and faculty instruction.      | 1. Program Personnel Resource Survey2. Student Resource Survey      |       |       |       |
| 9 | FACULTY/STAFF CONTINUING EDUCATION | Provide time and resources for faculty and staff continuing education to maintain current knowledge and practice.      | 1. Program Personnel Resource Survey      |       |       |       |
|  | The following are optional resource evaluations: |  |
| 10 | PHYSICIAN INSTRUCTIONAL INVOLVEMENT | Provide physician-student instructional interaction to ensure confident, professional working relationships between students and physicians.      | 1. Program Personnel Resource Survey (Section X)2. Student Resource Survey (Section IX)      |       |       |       |
| 11 | PROGRAM ENHANCEMENTS |       |       |       |       |       |

\* Programs are required to use the questions/items in the JRC-CVT “Program Resource Survey by Program Personnel” instrument and incorporate the results into the assessment of all of the above resource categories (rows).

Programs are required to use the questions/items in the JRC-CVT “Program Resource Survey by Students” instrument and incorporate the results into the assessment of all of the above resource categories (rows), except “Faculty/Staff Continuing Education”.

Programs are encouraged to use other instruments and mechanisms to provide additional information about the status of program resources.

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