

Based on the recent experiences of Program Assistants in PGME who have recently completed an Internal or External Review, the following list of questions has been developed for your benefit.

Consider the following in advance:

You **will** be asked:

- Do you have a role description? Does it accurately reflect your work? Is it up to date?
- Do you receive feedback, formally or informally? Where/how?
- Have you taken part in professional development opportunities? Are you given time to attend such training?

You **may** be asked:

- What does your program do to promote wellness?
- How do you know if a resident requires wellness support? What would the process be for this?
- Do you have any concerns around your workload, etc.?
- If you had a magic wand, what would you change for the future?
- What are the strengths of the program? What are the areas for improvement?
- Do you feel supported by the Program Director (PD)? How is your relationship, is he/she approachable?
- If you had to deal with an urgent issue, how would you reach your PD?
- What support do you get from the Postgraduate Medical Education Office?
- How do you know when RPC/PGEC makes decisions?
- How do you relay the action items or results to the residents from the RPC meeting?