**Developmental-Behavioral Pediatrics Fellow Portfolio**

*version 10 October 2015*

**Goal:** To have DBP fellows create and maintain a portfolio to document their growth and progress throughout fellowship. Putting together a portfolio is a cumulative process – the expectation is that it will grow over time. The portfolio will be reviewed prior to each of the twice-yearly review sessions with the fellowship program director.

It is expected that this portfolio will serve as the beginning of a career portfolio that can be used for documentation of your work and for your promotions in the future.

**Objectives:**

1. To document *clinical competence* through faculty and staff evaluations
2. To document *teaching competence* through teaching evaluations, lecture notes, handouts, and a statement of educational philosophy
3. To document *research progress* using research proposals or narratives, and examples of research progress such as manuscripts-in-progress or submitted abstracts.
4. To document *admin. involvement and competence* thru description of projects and work.
5. To provide evidence of *professionalism, systems based learning, practice based learning, leadership and educational attitudes*, through self-selected examples of patient cases and reflections on initial encounters, work-ups, and outcomes.

**Portfolio content guidelines:**

1. Clinical Competence
	* + 1. Faculty evaluations
			2. Staff evaluations
			3. Notes or letters from families
			4. Case log
2. Teaching
	* + 1. Educational philosophy
			2. Teaching evaluations
			3. Lecture handouts
			4. Lecture notes
3. Research
	* + 1. Research proposal
			2. Scholarship oversight committee reports
			3. Research progress note
			4. Manuscript in progress and published manuscripts
			5. Submitted abstracts
4. Administrative
	* + 1. Narrative of current administrative projects and goals
			2. Examples of administrative work
5. Case narrative and reflective discussion

Describe a difficult case you managed in your Continuity Clinic or another clinical setting from a diagnostic, management and or social standpoint. Discuss the specific issues that were challenging, how you addressed those issues, what follow-up you undertook if any, and what you learned or how you would do things (differently or the same) in the future, and include some or all of the following:

* + - 1. evidence of your views or applications of professionalism
			2. systems based learning
			3. practice based learning
			4. leadership as well as your educational attitudes