

TIPS AND TRICKS  
FOR THE  
TEACHER'S TOOLBOX

Issue #37

# Checklist for delivering *constructive* feedback

Identify the time constraints of the feedback session & identify a few feedback points during the observed encounter.

Ask yourself: ***"Given the time frame, what key feedback points should I address?"***

Ask the learner whether he/she would like feedback. Feedback should be solicited rather than imposed.

***"Would you like to discuss the session and receive some feedback?"***

Begin the feedback session by allowing the learner to describe how he/she felt the interaction went.

***"How do you feel the encounter went?" "What do you consider your biggest challenges with this encounter?"***

Begin with a positive statement.

Ask yourself: ***"What was the most outstanding behavior displayed by the learner?"***

# Checklist for delivering *constructive* feedback

Check your statements to assure that they pertain to specific behaviors the learner can do something about.

Ask yourself: ***“Is this a behavior that the learner has control over?”***

Check your feedback statements against the —Feedback Litmus Test.

Ask yourself: ***“Does the feedback address specific behavior? Is the feedback non-evaluative?”***

Ask the learner to rephrase the feedback to ensure clear communication.

***“Are you clear about what I am saying?” or “Can you summarize so I know I have been clear?”***

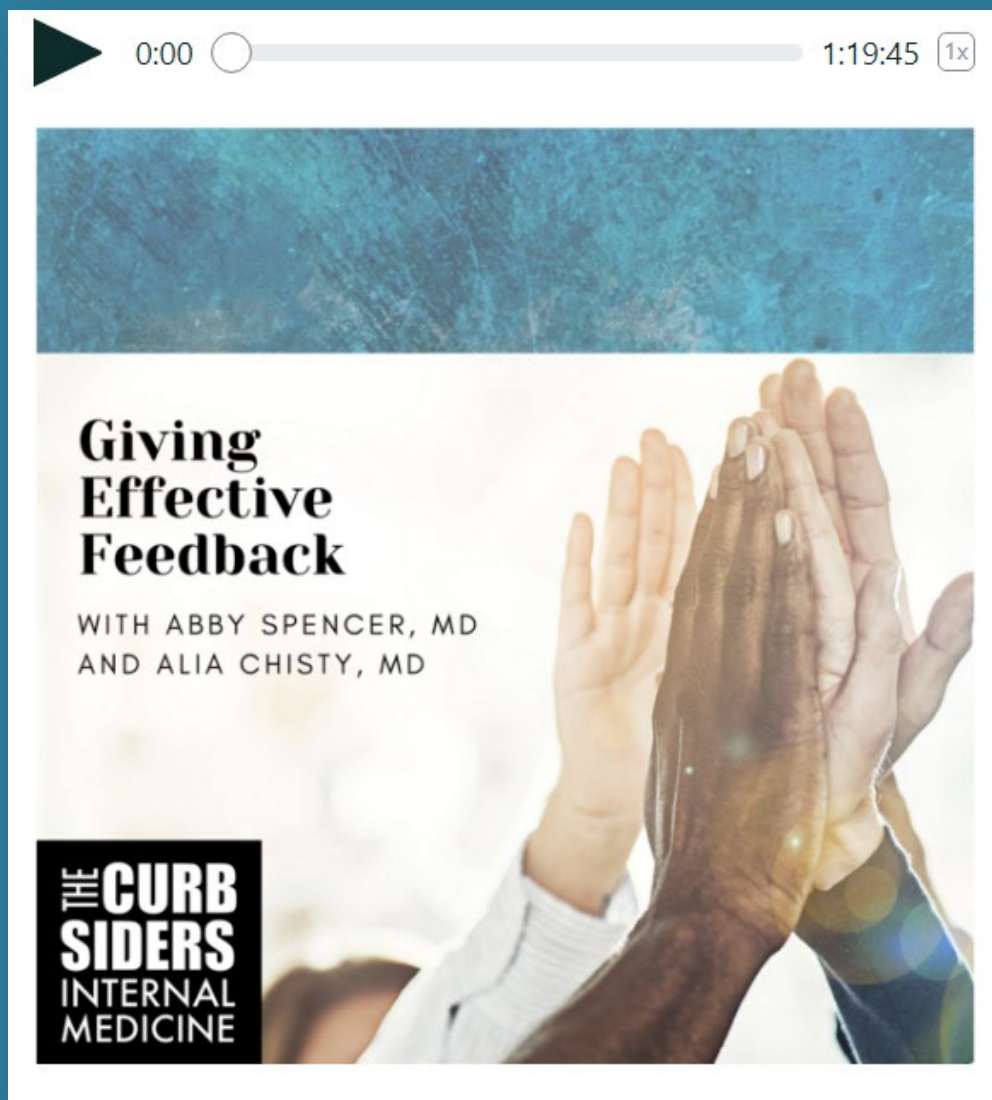
End the session with a positive feedback statement.

Ask yourself: ***“Did the learner leave the session with constructive information?”***



Confronting individuals who have not responded to feedback on serious performance problems...

~ David E. Kern, MD, MPH, MACP



## Time Stamps

- 11:00 Case from Kashlak, Feedback definitions
- 15:00 Addressing perceived barriers to feedback
- 31:45 ADAPT model of feedback
- 38:10 Addressing potentially gendered feedback
- 42:45 Giving feedback to those who lack insight
- 48:29 Feedback and racial bias
- 52:25 Giving peer feedback
- 58:10 Tips for soliciting feedback as a supervisor
- 69:05 Does giving difficult feedback mean people won't like you?
- 75:10 Take home points and Outro
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**~Faculty Development Team**