

Teaching Observation Program

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Our vision is a culture of peer feedback at UCSF through an easily accessible Teaching Observation Program (TOP)

The Teaching Observation Program (TOP) allows faculty to receive feedback on their teaching from faculty who are trained to offer such feedback. **Sign up today!**

Five-Step Approach

Enroll in TOP.

Select an observer and arrange meeting.

Participate in observation.

Get confidential feedback.

Request TOP confirmation letter.

Elements of Teaching Observation Program (TOP)

TOP Enrollment Form: Provides access to the TOP Portal. <http://meded.ucsf.edu/cfe/teaching-observation-program>

TOP Portal: Lists trained observers across departments, schools and sites at UCSF, and indicates who does large group, small group, clinical, procedural/surgical, or interprofessional teaching observations. Choose an observer and reach out directly to request an observation.

TOP Observation: Takes place in your real teaching setting, for example lecture hall, small group classroom, hospital ward or rounds, or the OR.

TOP Feedback: Given at another place and time, separately from the observation. Feedback is structured and confidential.

TOP Confirmation Letter Request Form: Allows participants to request a letter confirming that the observation and feedback took place. No actual feedback is listed in the letter. ADVANCE accepts this document for the merit review and promotion process. <http://tiny.ucsf.edu/TOPobserved>