Purpose
The goal of this committee is to obtain anonymous resident feedback about each hospital site. Areas of strength and concern are identified and residents have an opportunity to offer suggestions for change to enhance their educational experience.

Membership
- One or two chairperson(s)
- Faculty-minimum of 3
- Chief residents-all
- PRAT reps-minimum of 2

Quorum
Quorum will be constituted by half of the membership of the committee or their delegates, with at least one member from each of the aforementioned groups.

Reporting Relationship
The committee will submit site feedback summaries to the Postgraduate Education Site Coordinators, Psychiatrists-in-Chief, Chief Residents, Site Feedback Chair (N Sunderji) and Program Director (M Fefergrad), and where relevant to the Safety and Supervisor Evaluation Subcommittees, as per the timeline defined in the Site Feedback Protocol (see appendix).

Chair
The Chair(s) of the Committee will be appointed by the Director of Postgraduate Education for the Department of Psychiatry.

Term
Chair(s)- 5 years.
Faculty- 1 year renewable
Chief residents and PRAT reps- 1 year.
Scheduling
The Committee meets as needed at the discretion of the Chair(s).

Scope/Responsibility

• Implement Site Feedback sessions at each training hospital twice per year
  o Sessions are conducted by one faculty member and one resident according to an open interview protocol.

• Prepare Site Feedback Reports of each session to be submitted to Postgraduate Education Site Coordinators, Psychiatrists-in-Chief, Chief Residents, Site Feedback Chair (N Sunderji) and Program Director (M Fefergrad), and where relevant to the Safety and Supervisor Evaluation Subcommittees
  o Reports may consist of brief Summaries or longer Narratives depending on the nature and severity of concerns arising from the feedback sessions

• Review Site Feedback Reports at PRPC twice yearly, and review updated responses to the reports twice yearly

• Revise Site Feedback Interview Protocol as needed; the Protocol will ensure adequate attention to strengths and areas for improvement of each site, with particular attention to:
  o safety, intimidation and harassment
  o whether past concerns have been adequately addressed, and
  o whether residents are aware of processes for raising concerns (and whether those processes are sufficient)