

Name of Student/Faculty/Staff \_\_\_\_\_

Date \_\_\_\_\_

Name (print) of Individual Submitting Commendation \_\_\_\_\_

Department \_\_\_\_\_ Phone \_\_\_\_\_

Based on my personal observation, this person has excelled in one or more of the following areas (check all that apply):

**1. Integrity**

- a. Act at all times in an ethical, responsible, and dependable manner
- b. Conduct oneself in accordance with the UTRGV SOM Code of Conduct.
- c. Maintain an honest approach to all activities to be deemed worth of trust.

**2. Reliability and Responsibility**

- a. Complete all assigned tasks in a timely and responsible manner
- b. Arrive on time for scheduled activities and notify appropriate individual for missed activities
- c. Attend classes and meetings for their full duration and prepare appropriately for class activities
- d. Respond promptly to faculty or administration when contacted personally or electronically
- e. Admit errors and accept responsibility for one's own actions
- f. Respond appropriately to witnessed unprofessional or unethical behaviors
- g. Demonstrate self-motivation and accountability for one's own learning.

**3. Self-Awareness**

- a. Demonstrate ability to identify areas of deficiency in one's own performance
- b. Accept constructive criticism and modify behavior based on feedback
- c. Project a professional image in interpersonal relationships, manner, dress, and communication (including electronic)
- d. Maintain composure during difficult interactions
- e. Monitor personal biases that may interfere with professional duties
- f. Request help from appropriate support resources when needed
- g. Attend to one's own well being

**4. Team-Building and Communication**

- a. Facilitate communication among team members
- b. Acknowledge the value of other members of the health care team in providing patient-centered care
- c. Treat fellow students, co-workers, faculty, administrators and staff with respect and sensitivity
- d. Provide supportive and constructive feedback; including counseling to peers when appropriate
- e. Listen to others respectfully and attentively
- f. Manage conflicts in a collegial manner
- g. Demonstrate accountability when unable to fulfill responsibilities

**5. Patient-Centered Care**

- a. Meet all clinical responsibilities
- b. Demonstrate respect, integrity, compassion and responsibility towards patients, even under difficult circumstances
- c. Discuss / refer to patients in a respectful and non-judgmental manner
- d. Maintain confidentiality of patient information
- e. Acknowledge limits of knowledge within clinical setting
- f. Take on extra work when appropriate for the benefit of the patient
- g. Ensure that coverage for patients I provided for patients when unable to fulfill responsibilities

**6. Other:**

**Details of Commendation**