

Dear Resident:

Here is the folder for your professional “portfolio.” The ACGME, which accredits American residency programs, has created a new system for us to evaluate your development during training. In addition to the many new methods of evaluation, some of which you’ve already encountered (e.g. your self-evaluation, nursing evaluations and the “mini-CEX”), the use of the “portfolio” is highly recommended. It is intended to be a place for you to store evidence of your professional development that you’re proud of. In it I would suggest including items like:

1. All of the presentations (for conferences, morning reports etc.) that you prepare during your training.
2. Any letters of thanks that you receive from patients.
3. Proof of additional non-residency related activities that speak to your professionalism and devotion to helping people (e.g. volunteer work).
4. Letters of recommendation that are not included in your main file.
5. Awards that you may win.
6. Published scholarship and/or presentations at science meetings (including the Bridgeport Hospital symposium).

Add anything else you can think of that demonstrates your aptitude in any of the 6 ACGME competencies (i.e. medical knowledge, patient care, system-based learning, practice-based learning, professionalism, and interpersonal communications). Each year when we meet to discuss your progress, I will expect that you bring your portfolio along so that you can show me items added over the past year. The portfolio can only help you. It provides you a means of gathering data, that wouldn’t ordinarily be a part of your file, to enhance your career development. I strongly suggest that you begin building your portfolio.

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