

# Individualized Learning Plans

## Best Practice Recommendations for Implementing Individualized Learning Plans

An Individualized Learning Plan (ILP) should be developed for all residents.

### The ILP is an interactive process for the resident to:

- Define professional goals and realistic steps to achieving those goals
- Document current learning needs
- Report on progress towards their goals and objectives

### The ILP is an iterative process involving the resident and faculty advisor and/or coach.

- ILPs should be reviewed and discussed at least twice a year.
- The resident should fill out the ILP prior to each meeting with the faculty member.
- Each ILP builds on the previous ILP by addressing progress towards professional goals, incorporating feedback that has been received.

### The ILP “How To:”

- Individual: Define long term career goals and incremental objectives that must be met to achieve those goals.
- Learning: Review previous ILPs and assessments and comment on whether previous objectives have been achieved or are still in progress.
- Plan: Reflect on 2-3 growth areas and 1 wellness objective for the next few months. These should be written in the SMART(IE) format and linked to the Core Outcomes of Family Medicine Education. Each objective should be:
  - S = Specific: What needs to be accomplished?
  - M = Measurable: It should be noted how success (i.e. achievement of the objective) will be measured.
  - A = Attainable: The objective needs to be realistic.
  - R = Relevant: The objective should help the resident progress toward meeting career goals and the Core Outcomes of Family Medicine Education.
  - T = Time-bound (or time-based): When is the deadline for accomplishing the objective?

#### EXAMPLE

**Goal:** *Improve GYN procedure skills*

**Objectives:** *In the next 3-6 months, I will:*

- *Complete a 2-week elective in GYN with a focus on GYN procedures.*
- *Discuss LARC with eligible patients I see in clinic and schedule when I am available as appropriate, being mindful of gender identity and being respectful of cultural concerns. (SMARTIE)*
- *Ask attendings to let me know if they're doing GYN procedures where I might observe or participate.*

Consider and note how objectives can prepare residents to address the unique and often disparate health needs of patient populations (I = Inclusive; E = Equitable).

- Faculty advisors/coaches should assist residents in linking goals and objectives to the Core Outcomes of Family Medicine Education.

### Advancing the ILP

- The ILP template available in the STFM CBME Toolkit is meant to be a starting point for residencies. It can be modified and expanded on based on the culture and educational needs of individual residency programs.