TOP Mentor Training Module: De-Brief Session Info for Mentors

Thank you for serving as a TOP Module Mentor. This sheet recaps the module process and is meant to help you mentor the module users with whom you are paired.

The materials referred to below are accessible via the module, which is housed on the CLE: search for “UCSF Academy of Medical Educators TOP Mentor Training Module”.

It’s difficult for us to imagine a typical debrief session, as module users will have a wide variety of experiences with peer-to-peer teaching mentorship, but we hope the materials and questions will stimulate a conversation that addresses any issues or concerns a TOP mentor-in-training might have.

I. The module process:
   1. Introduction
   2. Complete initial self-assessment of feedback skills
   3. Watch teaching video; write feedback on observation form; watch feedback video; compare your feedback to that role-modeled in the video
   4. Complete self-reflection exercise
   5. De-brief with TOP Mentor
   6. Complete final self-assessment of feedback skills

II. Module users’ preparation for de-brief:
   • Bring worksheets and notes to de-brief
   • Read Tips for TOP Mentors/Elements of Effective Feedback
   • Read Best Practices and Common Challenges – a collection of Academy members’ experiences mentoring peers
   • Think about these questions (fill in worksheet if you wish):
     1. Concerning the list of best practices and common challenges of giving peer feedback:
        i. Are there any challenges that resonate with you?
        ii. Are there best practices that you’d like to explore further?
     2. What specific questions do you have about the training module or teaching/feedback videos?
     3. What did you learn from the self-reflection exercise?
     4. What aspect(s) of providing feedback do you find most challenging?
     5. When you think about being a TOP mentor, what are you most concerned about?
     6. How will you prepare for your first TOP session?

Thank you very much for your help,

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