

1. Pre-survey questionnaire (PSQ)

- Each section must be submitted as a separate PDF file.
- The files must be named as: PSQ_Part_I.pdf and PSQ_Part_II.pdf

2. PSQ appendices

- Each individual appendix must be submitted as a separate PDF file.
- For each appendix, the name of the appendix (e.g. Appendix A) must be clearly indicated on the first page of that file.
- The files must be named as: Appendix_A.pdf, Appendix_B.pdf, etc.
- Please use this same convention for any other appendices attached as part of the PSQ documentation.
- If appendices are provided via weblink, ensure that the links work and that no password is required to access the documents. If a password is required, ensure that it is provided.

NB. All files must be unsecured and not password protected

Checklist of documents to include:*

1. Pre-survey questionnaire

- Part I – Generic
- Part II – Specialty-specific

2. PSQ appendices

- Appendix A: RPC agendas (*for past 2 years only; in chronological order; do not provide minutes*)
- Appendix B: Program policy on resident safety
- Appendix C: Research grants of faculty (for past 12 months)
- Appendix D: Publication record of faculty (for past 12 months)
- Appendix E: Rotation-specific goals and objectives of the program
- Appendix F: Overall goals of the residency program
- Appendix G: Interuniversity affiliation agreement(s), if required
- Appendix H: Formal academic curriculum (for past 2 years)
- Appendix I: Other educational activities (for past 2 years)
- Appendix J: Resident publications (for past 6 years)

***All documents must be included at the time of submission.**