

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 SMARTIE format and linked to the Core Outcomes of Family Medicine Education. Each goal 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?
 - I = Inclusive; E = Equitable: Consider and note how objectives can prepare residents to address the unique and often disparate health needs of patient populations.
- Faculty advisors/coaches should assist residents in linking the goals 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.