
Fellow Evaluation Form – 6 months

Due to CSTE on or before end of 6th month of fellowship.

Date: March 5, 2007

1. Progress that the fellow is making on his/her Plan of Action.

Subsequent to a comprehensive orientation on a wide range of HIV and related disease projects in the state Department of Health and the HIV Epidemiology Investigation Section, steady progress has been made on several projects in the Plan of Action. Many of the core competencies for the fellowship are currently being addressed, and some have already been largely completed: evaluation of surveillance system (HARS/MA-SPBP comparison, report still needed), design an epidemiological study (geo-spatial epidemiologic analyses of HIV and STDs), collaborate in questionnaire design (unmet needs), plan procurement and use of multiple data sources (HARS, Medicaid, ADAP, death registry for unmet needs), use statistical software to do complex data management tasks, analyze and present data graphically, attendance at epidemiology seminars, tutorials, appropriate management courses; and providing training to others;

2. Rating of the fellow's performance in the following areas:

Rating scale:

1 – Needs significant improvement; **2** – Needs some improvement
3 – Meets expectations; **4** – Exceeds expectations; **5** – Consistently exceeds expectations

	5	4	3	2	1
Skills:					
Technical		x			
Analytical		x			
Task Management:					
Quality of work	x				
Quantity of work		x			
Organizational skills	x				
Creativity	x				
Communication					
Written	x				
Verbal	x				
Contribution to team effort					
Judgment	x				

Degree of independence		x			
Motivation		x			
Leadership		x			
Teamwork		x			
Interpersonal skills		x			

3. Strengths the fellow has demonstrated over the past six months.

- Works diligently and completes tasks in a timely manner.
- Creativity/ingenuity/originality in developing new project ideas (social/behavioral studies, supplemental study for National HIV Prevention Conference abstract);
- Succinct communicator/ writer;
- Takes initiative to advance project activities where possible and demonstrates good judgment in providing Epi consultant services with reasonable independence;
- Requires minimal direction/asks for clarification when necessary;
- Demonstrates an ability to independently figure out solutions to complex programming challenges.

4. Areas for improvement that the fellow can strive for in the next six months.

- To facilitate continuing transition to more independent Epidemiologic work:
 - Develop skills in performing more complex statistical analyses such as multivariate and other advanced analyses with SAS or SPSS;
 - Develop skills in applied Epidemiologic study design, project conceptualization, and self-confidence needed to support generation of original contributions to advance ongoing collaborative work or propose development of new innovative directions within the framework of the mission of the Section;
 - Gain more familiarity with ongoing public health projects and develop more confidence to do more independent project conceptualization; and use various Epidemiologic methods and their applications in technical support for HIV and related disease burden/risk assessment, and HIV prevention and care program implementation and outcome evaluation;
- Continue knowledge development regarding issues specific to HIV/AIDS – laws/regulations, surveillance, field investigation, and related diseases outbreak investigation, etc

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2° Mentor signature: Joseph Pease, MS, MPH **Date:** March 5, 2007

Fellow signature: Aimee Ferraro, PhD, MPH **Date:** March 5, 2007