

## **CONSTRUCTIVE FEEDBACK**

1. Identify the educational purpose
2. Find someplace private
3. Focus on an *observed* behavior
4. Speak in the first person
5. Encourage self-assessment
6. Utilize the positive-negative-positive approach
7. Be specific and timely
8. Keep it simple and slow
9. Negotiate an action plan
10. Plan for follow-up feedback

Aim to provide feedback on a routine basis. The more often you provide feedback, the easier it becomes.

Maurer R (1994). Feedback Toolkit  
Productivity Press: Portland, OR.