

## FACET **Coaching** Report Format

Coach:

Faculty Member:

Beginning Date:

Ending Date:

Narrative:

Review of concerns/questions that were the focus of the coaching.

Description of coaching process.

Recommendations of coach.

Results of efforts to implement recommendations of coach.

Summary:

In this section, the coach should pull together the entire process. Interpretation is okay here but should be used sparingly.

Recommendations:

Based upon the entire process, what additional changes could the faculty member make?

Provide recommendations for further resources.