



مستشفى الملك فهد للقوات المسلحة



وزارة الدفاع
MINISTRY OF DEFENSE

ورشة تدريب المتدربين



TOT ON THE GO

TEACHING & ASSESSMENT

Training Objectives

By the end of this workshop, the participants will be able to:

- Implement various teaching & training techniques in the clinical context.
- Plan & develop appropriate learning strategies in medical training.
- Outline the principles of assessment in healthcare training.
- Define the concept of effective feedback and describe its key characteristics.
- Apply a systematic approach to manage trainees in difficulties.
- Summarize CanMEDS roles and competencies.

الأهداف:

بنهاية هذه الورشة، سيكون المشاركون قادرين على:

- تطبيق تقنيات التعليم والتدريب المختلفة في السياق السريري.
- تخطيط وتطوير استراتيجيات التعلم المناسبة في التدريب الطبي.
- تحديد مبادئ التقييم في التدريب الصحي.
- تعريف مفهوم التغذية الراجعة الفعالة ووصف خصائصها الأساسية.
- تطبيق نهج نظامي لإدارة المتدربين الذين يواجهون صعوبات.
- تلخيص أدوار وكفايات "كانميدز" (CANMEDS).

Target Group

All Trainers in Scths Programs



Dr. Khalid Al Mutairi

TOT Certified Faculty



Dr. Alla Abotaleb

TOT Certified Faculty



Dr. Lina Alqublan

TOT Certified Faculty



King Fahad Armed Forces Hospital
Academic Affairs and Training Center



May 10 & 11 2026
8:00 AM - 4:00 PM



REGISTRATION FEES

KAFH Staff: 900 ٩٠٠
Non-KAFH Staff: 1000 ١٠٠٠



CONTACT US

012-232888 EXT 32999
badr@kfafh.med.sa



الهيئة السعودية للتخصصات الصحية
Saudi Commission for Health Specialties



www.me-events.me



+966 591 400 470



info@me-events.me



الهيئة السعودية للتخصصات الصحية
Saudi Commission for Health Specialties

Welcome Message

Leadership Message

"By investing in our educators, we ensure the development of highly competent, patient-centered clinicians who deliver safe and high-quality care."



Maj. Gen. Dr. Ibrahim Bin Mohammed Al Nasser

Hospital Director, King Fahad Armed Forces Hospital

We are pleased to welcome you to the Train-the-Trainer (ToT) Teaching and Assessment Workshop. Your participation reflects a strong commitment to enhancing postgraduate medical education and advancing clinical practice.

This program plays a vital role in strengthening faculty competencies in effective teaching, assessment, and feedback, aligned with modern educational standards such as CanMEDS.

I would like to express my sincere appreciation to all speakers, attendees, and the organizing and supporting committees, whose dedication and collaboration have made this workshop possible

We reaffirm our full support for this program and are confident that it will contribute meaningfully to professional development and, most importantly, to enhancing the quality of care provided to our patients.



"We are dedicated to aligning all educational initiatives with institutional priorities and national standards."

Dr. Adeelah Talat Qattan

**Assistant Hospital Director of Academic Affairs
Director of Medical Education & Training**

At the Academic Affairs Center, we focus on strengthening teaching excellence and fostering a culture of continuous professional development, ensuring alignment with institutional priorities and national standards.

This workshop represents a key step toward achieving our educational objectives by equipping faculty with the necessary competencies to deliver structured, outcome-driven training.

We look forward to the positive impact this initiative will bring across our institution.

**"Behind every competent
doctor is a
well trained trainer"**



Dr. Munira Al-Sharif
Designated Institutional Official (DIO)

As the Designated Institutional Official, I am pleased to highlight the importance of the Training of Trainers (TOT) workshop as a cornerstone in strengthening our educational environment.

This workshop aims to equip trainers with essential teaching, assessment, and feedback skills aligned with Saudi Commission for Health Specialties standards (SCFHS).

It promotes excellence in clinical education, ensures consistency in training quality, and fosters a culture of continuous professional development.

Ultimately, the TOT workshop supports our commitment to developing competent, confident, and patient-centered healthcare professionals.

TOT on The Go Workshop Participant Manual

*"Transforming Medical
Education Through
Effective Faculty
Development"*



**Brigade General. Dr. Khalid Bin
Abdullah Almutairi**
Heda of TOT Committee

Preface

One of the key component to promote health is to graduate competent medical professionals through improving postgraduate medical education (PGME).

The Saudi Commission for Health Specialties (SCFHS) has been actively focused on enhancing the PGME in order to achieve this objectives Key component of ensuring the best results from PGME programs is faculty development through enhancing their teaching and assessment skills.

One of SCFHS's most promising initiatives to address the national requirement to enhance faculty competencies is

"Train Of Trainer: ToT on The go-Teaching and Assessment."

The aim of Training-of-Trainers (ToT) program KFAFH–Academic Affairs-for Postgraduate Clinical Educators is to improve the mentoring and teaching abilities of faculty members involved in postgraduate education.

Effective teaching techniques, mentoring strategies, handling difficult trainees, evaluation techniques, and comprehension of Can MEDS skills are all highlighted in the course updated and upscaled using AI tools and strategy .

The Training-of-Trainers (ToT) Workshop on Teaching and Assessment is designed to certify faculty engaged in postgraduate education, ensuring they meet the standards required for trainers in postgraduate training within SCFHS.

A certified trainer is equipped to effectively teach postgraduate trainees, including residents and fellows. A certified trainer is dedicated to designing and implementing top-quality postgraduate educational programs that contribute to enhanced patient care.

This workshop is organized by King Fahad Armed Forces Hospital –Academic Affairs- and presented by certified facilitators.

Learning objectives:

MODULE 1: TEACHING ON THE GO

- Discuss the learner-centered and approaches within clinical teaching and assessment.
- Value the significance of establishing a safe learning environment within a clinical setting.
- Implement various teaching and training techniques in the clinical context, including the One-minute preceptor model, and SNAPPS
- Outline kerns cycle and writing effective learning objectives

MODULE 2: ASSESSMENT ON THE GO

- Identify the fundamental principles underlying assessment in medical education and differentiate between summative and formative assessment methods for SCFHS passing remarks.
- Identify various assessment tools, including the Mini-Clinical Evaluation Exercise (MiniCEX), Case-Based Discussion (CBD), Direct Observation of Procedural Skills (DOPS), and In-training Evaluation Report (ITER).
- Evaluate the subjectivity including rater cognition of Workplace-Based Assessment (WBA).

MODULE 3: MENTORING ON THE GO

- Define the concept of effective feedback and describe its key characteristics.
- Identify the barriers that hinder preceptors from providing constructive feedback.
- Apply different models of effective feedback, such as the Pendleton Model.
- Recognize the signs of trainees in difficulty in postgraduate programs.
- Implement a systematic approach to manage trainees facing difficulties (SOAP approach)

MODULE 4: CANMEDS COMPETENCIES

- Review and clarify the CanMEDS framework competencies and roles.
- Discuss CanMed application in teaching and assessment

Instructional Methods

- Interactive lectures
- Large group discussions
- Small group discussions
- Problem solving
- Role playing
- Debates
- Case studies
- Video presentations
- Reflective discussio

Facilitator:

Dr. Khalid Abdullah Almotairy

Consultant Family Medicine
Director of Health Education Department
MSc Medical Education and Health Administration
Trainer & academic Supervisor Family Medicine Program
Chief Person TOT-On the Go
King Fahd Armed Forces Hospital, Jeddah
Email: almotairykh2012@gmail.com



Dr. Alia Abotaleb

Director of Medicine Departments
Adult Hematology consultant
MSc Medical Education
Professional Diploma in Clinical Leadership,CPHQ /CHQP/LeanSix-Sigma
Green Belt
TOT- on the Go Facilitator
SCFHS Surveyor
King Fahd Armed Forces Hospital, Jeddah



DR. ABDULRAHMAN KHALIL

Consultant Medical Oncology. Adult Medical
Oncology Fellowship Program Director.
Saudi Board of Internal Medicine.



DR. GHAZAL FAWAZ AL-ALAMY

Consultant Pediatric Endocrinologist. Program
Director of Pediatric Endocrine & Metabolism



Departmental Facilitator

Dr.Lina Alqublan

Consultant Pediatric Radiologist
Section Head of Pediatric Radiology
Member in the Exam Committee of Saudi Board of Diagnostic Radiology
Master of science (MSc) in Healthcare management
Certified professional in healthcare quality (CPHQ)
TOT - on the Go Facilitator
King Fahad Armed Forces Hospital- Jeddah



Supportive Academic Team

This dedicated team plays a vital role in ensuring the workshop runs smoothly, supporting coordination, communication, and participant engagement throughout the program.



Ms. Nessren Nabel Kader

Administrative Supervisor —
Academic Affairs & Training

Oversees administrative operations and helps maintain coordination across academic and training activities.



Ms. Hanadi Faisal Seddiqie

Accreditation Coordinator

Ensures accreditation requirements are met and supports the academic framework of the workshop.



Mr. Majed Jamaan Alghamdi

CME Coordinator —

Academic Affairs & Training
Coordinates continuing medical education activities and supports the delivery of structured learning experiences.



Mr. Emmanuel Belmis

Media and Events Support

Provides media assistance and event support to enhance the workshop experience and visibility.



Mr. Roy Pidelo

Media and Events Support

Assists with event coordination and media tasks to ensure a professional and seamless experience.



Mr. Bader Saud Almutairi

Technical Support

Provides technical assistance and support to ensure smooth workshop operations and participant engagement.

TOT on The Go Workshop timetable

ToT-On-the-Go	
DAY 1	
Module 1: Teaching on The GO	
8:00 – 8:30	Welcome –Why this workshop? What is a Certified Trainer?
8:30 – 9:00	Adult learning theory
9:00 – 9:25	Learning Environment
9:25 – 9:40	Break
9:40 – 10:40	Teaching tools and Teaching in a clinical setting: •One Minute Preceptor •SNAPPS
10:40 – 11:40	Learning objectives and Kern’s cycle
11:40 – 12:45	Break
Module 2: Assessment on The GO	
12:45 –13:15	Introduction to Assessment, Assessment Principles, and Miller’s Pyramid
13:15 –13:30	Formative Vs. Summative Assessment
13:30 –13:55	WBA Tools Application (MiniCex)
13:55 –14:20	WBA Tools Application (DOPS)
14:20 –14:45	WBA Tools Application (CBD)
14:45 –15:10	WBA Tools Application (ITER)
15:10 –15:40	Subjectivity and rater cognition in assessment
15:40 –16:00	Wrap up and Reflection

ToT-On-the-Go

DAY 2

Module 3: Mentoring on The GO

Time	Topic
8:00 – 8:35	Welcome Characteristics of feedback
8:35 – 8:55	Barriers to effective feedback
8:55 – 9:15	Approach to giving effective feedback
9:15 – 10:00	Incorporating feedback into daily clinical practice: Tools of Feedback
10:00 – 10:15	Break
10:15 – 10:35	Signs of a trainee in difficulty
10:35 – 10:55	Steps to take when a trainee is in difficulty (SOAP model)
10:55 – 11:40	SOAP model application
11:40 – 12:45	Break

Module 4: Clinical Competencies

12:45 - 13:00	Introduction to Can MEDS
13:00 – 13:25	Communicator Role
13:25 – 13:50	Collaborator Role
13:50 – 14:15	Scholar Role
14:15 – 14:40	Health Advocate Role
14:40 – 14:50	Break
14:50 – 15:10	Leader Role
15:10 – 15:35	Professional Role
15:35 – 15:45	Can MEDS Application
15:45–16:00	Wrap up and reflection

CLOSING REMARKS

TOT on the Go Feedback survey:

At the end of the workshop a link will be sent to you to obtain your valuable feedback for future improvement, its filling is mandatory

Examination:

The SCFHS Will provide the participants with the examination link and assist you if you have technical issue please communicate with Tot@scfhs.org.sa

Each candidate will be assessed by the following methods:

Participation and attendance during the interactive lectures and discussions (50%)
Post-workshop written exam (50%).

Exam Instructions:

Number of questions:74
Has a time limit of :02:00:00
Must be finished in one sitting .You cannot save and finish later.
Questions displayed perpage:1
Will allow you to go back and change your answers.
Will not let you finish with any questions unattempt.
Has a pass mark of :60%

The Duration Of The Certification: Four Years

Reference:

[https://schs.org.sa/sites/default/files/2024-02/ToT on the Go -Teaching and Assessment-Participants guide Jan 2024_1.pdf](https://schs.org.sa/sites/default/files/2024-02/ToT_on_the_Go_-Teaching_and_Assessment-Participants_guide_Jan_2024_1.pdf)

<https://schs.org.sa/sites/default/files/inline-files/ToT- on the Go Syllabus.pdf> Date