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# How to document a Performance Improvement Plan in eValue

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# Home Page > Initiate Ad hoc Evaluations



by MedHub

University of California, Los Angeles



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## Welcome to eValue

### My Information

If this or any other biographic information is incorrect or missing, you can [update this information](#).

**Email:** [byeung@sonnet.ucla.edu](mailto:byeung@sonnet.ucla.edu)

**Rank:** Faculty

**Roles:** Educator

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### Welcome to UCLA's eValue Student Management System

In eValue students and educators are able to complete a variety of educational activities including, completing evaluations, tracking clinical hours, and logging patient encounters.

### UCLA Nursing Forms & Documents

[Employee Reduced Fee Enrollment Application](#)

# Fill out information

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## Initiate Ad hoc Evaluations

**\*Note: You will only find students in the program they have been assigned to so if you teach in multiple programs, and can't find the student name to evaluate, make sure you are logged into the correct program**

Select an evaluation type:

3 Performance Improvement Plan

Who would you like to evaluate?

Last Name Filter

Filter

4 {Select a Subject} **Name of student this PIP is about**

Course and Rotation:

5 {Select Course and Rotation}

Site:

6 {Select a Site} **Where PIP occurred** [Click for all Sites](#) or **UCLA Campus**

Time Frame:

7 2022 Fall Quarter : (09/19/2022 - 12/09/2022) [Click for all Time Frames](#) Sort By Name**Current quarter**

8 Next --&gt;

# Fill out information about the PIP and what happened

## Performance Improvement Plan

**Answer all questions in the form that are applicable**

Performance Improvement Plans are provided to students by faculty to address problematic behavior and to provide a remedy for that behavior. The Performance Improvement Plan, or PIP, may address behavior that is considered inappropriate (e.g., failure to wear the appropriate attire to lab or clinical, disrespectful behavior, late assignments, etc.) or to bring attention to a deficit or error in nursing skills. The faculty will provide the student with a written record of the observed behavior and recommend appropriate corrective action. Corrective action may include, but is not limited to, writing a reflective response paper, meeting with the nursing specialty coach, or going to skills lab to remediate. A student signature is required on the form to indicate that the PIP has been received. A student may choose to provide their own response to writing, which will be kept in the student file along with the original PIP.

Three PIPs in one class may result in failure of the course

Enter the number of PIPs you have entered for this student for this course (include this PIP in your total) *(Question 1 of 8 - Mandatory)*

*(Question 2 of 8 - Mandatory)*

Student's Program of Study

Describe the event/situation *(Question 3 of 8 - Mandatory)*

### Pre-Licensure Students Only

*(Question 4 of 8)*

	Patient Centered Care	Teamwork and Collaboration	Evidence Based Practice	Quality Improvement	Safety	Informatics	Professionalism	Described the deficit
Student has demonstrated deficits in the following core competencies of the Clinical Evaluation Tool (CET) (Select all that apply if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%; height: 100%;" type="text"/>

# Fill out all information and click “Submit”

Please describe in detail how the student has demonstrated deficits in the core competencies from the student handbook (Leave blank if N/A) (Question 6 of 8)

Please describe in detail how the student has demonstrated deficits in the core competencies from the clinical contract (Leave blank if N/A) (Question 7 of 8)

List at least one required action to be taken by the student and provide an expected due date and time ie: meet with nurse specialty coach by [insert date] (Question 8 of 8 - Mandatory)

**Once the Performance Improvement Plan is submitted it will be directed to a Student Affairs Officer and Program Director.**

Review your answers in this evaluation. If you are satisfied with the evaluation, click the **SUBMIT** button below. Once submitted, evaluations are no longer available for you to make further changes.

Save For Later

Submit

**9. Click Submit**