

AETCOM Communication Simulation Planning Checklist

For AETCOM coordinators, Medical Education Units, module leaders, communication-skills faculty, and simulation or skills-lab leads.

Complete one checklist for each activity. Use it with peer role-play, standardized patients, skills-lab encounters, digital simulation, or Lingua CoPilot Medical.

CURRICULUM AND OWNERSHIP

Institution:

MBBS phase:

AETCOM module:

AETCOM competency:

Faculty or module lead:

Department or multi-subject team:

ENCOUNTER

Participant type: patient / family member / clinical colleague / multiple participants

Clinical or ethical context:

Emotion, question, uncertainty, hierarchy, or pressure to be introduced:

Information that must remain standardized:

Chosen simulation method:

INTENDED LEARNER PERFORMANCE

What must the learner demonstrate in conversation?

Which observable behaviors will be evaluated?

Is this activity intended for practice, evaluation, training, or a combination?

LEARNER JOURNEY

Baseline attempt:

Feedback or evaluation after baseline:

Coaching or training activity:

Debrief or reflection activity:

Uncoached follow-up attempt:

Matched-case method:

FACULTY USE

Evidence faculty will review:

Attempts requiring direct observation:

Faculty-led discussion or debrief:

Further-practice or support decision:

Institutional assessment decision, if applicable:

ADMINISTRATION

Attendance-recording method:

Evidence or records to retain:

Consent and recording requirements:

Privacy and data-handling requirements:

Accessibility requirements:

Language requirements:

Faculty reviewer:

Review date:

OPTIONAL FIELDS FOR LINGUA COPILOT MEDICAL

Selected station:

Selected case set:

Learner role:

Coaching policy:

Number of attempts:

Individual evidence to review:

Cohort summary measures to review: