

Dental Category Mentor/Protégé Evaluation Form (3 Month)

Please respond to the following questions and return the checklist for mentors/protégés to your assigned point of contact. The information you provide will be used to monitor implementation of the program and assess its quality. Thank you in advance for your input and timely return of this brief survey form. **Your responses will be kept confidential.**

Name: _____ **Date:** _____

Mentor/ Protégé (*circle one*)

1. Have you been in contact with your mentor/protégé at least two times per month?
YES NO
2. If not, please explain.
3. Please list the topics discussed (circle all that apply from Appendix A). Have discussions been helpful to the protégé?
YES NO
4. Has the protégé been developing his/her individual action plan (see Appendix B)?
YES NO
5. Do you have any suggestions or comments to improve the mentoring program? If so, please list.

Appendix A. Checklist for mentors

Officers who are mentoring dental officers in Commissioned Corps Dental mentoring Program should be familiar with and be prepared to discuss a wide range of topics. Although some of this material is covered by other training courses the protégés may have attended, the mentor has the opportunity to reinforce these topics through a one-to-one mentoring relationship. To ensure that all protégés have exposure to the same material, please use this checklist and return with your evaluation at the end of the 12-month mentoring period to your assigned point of contact.

Completed Activities:

- Names and Ranks of Corps, DePAC Leadership
- Name and Rank of Chief Dental Officer for Dental Category
- **Commissioned Corps (CC) Resources and Information**
 - Organizational offices of the CC and their roles (e.g. Division of Commissioned Corps Personnel and Readiness (DCCPR))
 - Readiness and Deployment Operations Group (RedDOG)
 - DePAC
 - Tricare
 - Benefits (TSP, life insurance, etc.)

- Personnel (i.e., types of leave, licensure, pay, special pay, etc.)
- **Career Development**
 - Readiness Standards
 - Benchmarks
 - COERs
 - CVs
 - Promotion Requirements
 - Billets
 - Training, e.g. Officer Basic Course (OBC)
 - Awards
 - eOPF

Appendix B. Individual Development Plan

These questions are designed to assist the protégé to think about his/her individual development plan. Responses to these questions can guide the mentor to better assist the protégé.

1. Short-term, where do you want to be in the next two years?
2. Long-term, where do you want to be in the next five years?
3. What actions will you take to achieve your five year goal (e.g. advanced degree, different job, different geographic location and different billet type)?
4. What areas of professional development are you working on or see a need to work on, for example communication skills, time management etc.?

Thank you,

For Further information contact:

[The current Chair and/or Co-Chair of the Mentoring and Retention WG found here](#)