

First 90 Days Alignment Checkpoint



Viewing Your Organization Through the Eyes of Someone New

The first 90 days of a new academic year are a period of organizational learning. New residents, fellows, faculty members, chief residents, coordinators, and leaders are continuously interpreting their experiences and drawing conclusions about how the organization functions.

Use the questions below to reflect on the messages your organization may be communicating through everyday interactions.

Questions New Team Members Are Asking

Question	What Evidence Are They Observing?	Strengths	Opportunities
What is valued in this organization?	<i>What leaders prioritize, recognize, discuss, and reward.</i>		
Who can be trusted to provide accurate information?	<i>Consistency among policies, leaders, resources, and daily experiences.</i>		
How are mistakes handled?	<i>Responses to errors, coaching, accountability, and support.</i>		
Are expectations applied consistently?	<i>Similar situations receiving similar responses across programs and departments.</i>		
Is collaboration encouraged?	<i>Interactions among leaders, faculty, residents, coordinators, and teams.</i>		
Do leaders follow through on what they say?	<i>Alignment between commitments, actions, and outcomes.</i>		

Organizational Reflection Questions

Leadership Visibility

How do new learners and leaders experience institutional and program leadership during their first 90 days?

Notes:

Role Clarity

Where might expectations be unclear or require additional reinforcement?

Notes:

Communication Consistency

Do policies, leadership messages, institutional resources, and day-to-day experiences reinforce one another?

Notes:

Psychological Safety

Do individuals feel comfortable asking questions, seeking clarification, and raising concerns?

Notes:

Alignment Between Values and Actions

Where do daily experiences reinforce organizational values? Where might they unintentionally contradict them?

Notes:

One Alignment Opportunity for the Next 90 Days

Based on this reflection, identify one action that would strengthen trust, clarity, alignment, or connection for new members of your organization.

Action:

Responsible Individual(s):

Target Completion Date: