Final Internship Evaluation Form

Note: Throughout this document, the masculine gender is used generically to refer to any person, regardless of their gender.

Student: Last Name: ..... First Name: ..... Year - Spec: **5th year GBM**

Host Organization: ..... **Internship Dates**: ..... to .....

Supervisor: ..... Email: .....

Dept. / Position: ..... Phone: .....

Academic Advisor: ..... Email: ..... Phone: .....

Internship Subject: .....

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This evaluation form is based on the **Competency-Based Approach**, a framework designed to assess the future engineer's ability to act effectively in professional situations. You will be asked to evaluate the student's proficiency level in ***Competencies***, defined as "a complex ability to act, drawing upon and combining various forms of knowledge, practical skills, and personal qualities to propose and implement a relevant and efficient solution to encountered situations within a given context". These competencies are structured within a framework known as the ***Competency Framework***. For the GBM specialization at Polytech Lyon, this framework comprises **4 Competencies** representative of a GBM Engineer's activities. This internship provides the student with the opportunity to develop and apply **one (or more) of these competencies**. The evaluation of each Competency hinges on two main axes: on one hand, its ***Key Components***, which are the specific criteria describing the quality of the expected action; and on the other hand, the ***Key Learnings***, which are necessary for the exercise of the Competency and involve mobilizing multidisciplinary resources of various kinds.

Evaluation Levels for **Competencies** and their Key Components	
Highly Capable	The student demonstrates exceptional mastery of the competency. They act proactively and autonomously in all situations, including the most complex or unforeseen ones, by adapting their approaches. They optimally and justifiably mobilize and combine all adequate knowledge, skills, and attitudes, adhere to all rules and constraints, apply the expected methodological approaches, communicate in an exemplary manner, and produce excellent quality results.
Capable	The student demonstrates full mastery of the competency. They are capable of acting autonomously in given situations by mobilizing and combining adequate resources (knowledge, practical skills, and attitudes). They adapt their actions, adhere to rules and constraints, utilize relevant methodological approaches, justify their choices, communicate effectively, and produce results that meet expectations.
Partially Capable	The student is in the process of acquiring the competency. They act in given situations but encounter difficulties in fully and/or adequately mobilizing and combining the necessary knowledge, skills, and attitudes. Significant guidance is still required to adapt their actions to specific situations, adhere to all constraints, or to fully and effectively justify their choices.
Not Capable	The student does not master the competency. They are unable to act in given situations or to mobilize and combine the necessary knowledge, skills, and attitudes. Actions taken do not adhere to constraints, methodological approaches are inappropriate, communication is ineffective, and/or full assistance is required for any accomplishment.

Evaluation Levels for **Key Learnings**	
Acquired	The key learning is fully mastered. The student effectively and autonomously mobilizes all necessary knowledge, skills, and attitudes required to demonstrate the associated competency, including in diverse situations.
In Progress	The key learning is under development. The student is beginning to mobilize the necessary knowledge, skills, and attitudes but still requires significant guidance for full and effective application within the associated competency.
Not Acquired	The key learning has not been demonstrated. The student is unable to mobilize the necessary knowledge, skills, and attitudes to demonstrate the associated competency, or the related action requires full assistance.

***Important Note**: In the following tables, the **key learnings** marked in **grey** correspond to the 5th-year internship level. However, for this 4th-year internship, they may be included in the assessment if they were **significantly mobilized** within the scope of the assigned tasks.*

↓ *Check this box if the competency has been mobilized during the internship*		Supervisor Evaluation				Student Self-Evaluation			
		Highly Capable	Capable	Partially Capable	Not Capable	Highly Capable	Capable	Partially Capable	Not Capable
	Competency **C1**: **Designing Medical Devices**								
Key Components	… by conducting technological and bibliographic monitoring, including synthesis and analysis								
	… by following an appropriate project development methodology (V-model, Scrum, etc.)								
	… by complying with technical standards and safety, quality, and environmental requirements								
	… by following an eco-design approach								
	… by adapting written and oral communication in both national and international professional contexts								

↓ *Check the boxes corresponding to the key learnings mobilized during the internship*	**Key Learnings** for Competency **C1**	Acquired	In Progress	Not Acquired	Acquired	In Progress	Not Acquired
	Develop analog and RF electronic circuits and systems						
	Design measurement equipment for industrial or biomedical machines and processes						
	Develop signal processing algorithms using biomedical data						
	Design a software application with a human-machine interface						
	Take into account the physics of medical imaging, nuclear medicine, and radiation protection in the functioning of a medical device						
	Write the functional specification of the final product based on customer requirements						
	Develop reconfigurable logic electronic circuits and systems						
	Develop speech and image processing algorithms						
	Implement a computer server system						
	Take into account the physics of ionizing radiation in the functioning of a medical device						
	Evaluate the use and carbon footprint of a medical device						
	Develop a medical device using optical analysis or therapy, nanotechnologies, and/or embedded and connected hardware-software systems						
	Apply a software quality management system						
	Design a medical device or a component (electronic circuits, code, HMI…)						
	Lead a project team developing all or part of a medical device						

Comments

↓ *Check this box if the competency has been mobilized during the internship*		Supervisor Evaluation				Student Self-Evaluation			
		Highly Capable	Capable	Partially Capable	Not Capable	Highly Capable	Capable	Partially Capable	Not Capable
	Competency **C2**: **Managing the Medical Device Fleet in a Healthcare Facility**								
Key Components	… by adapting to the needs of healthcare professionals (doctors, nurses, caregivers, etc.)								
	… by justifying purchasing processes in line with institutional policy								
	… by complying with preventive and corrective maintenance processes								
	… by optimizing the equipment lifecycle								
	… by complying with technical standards and safety, quality, and environmental criteria								
	… by adapting communication within a multidisciplinary professional context								

Key Learnings for Competency **C2** ↓ *Check the boxes corresponding to the key learnings mobilized during the internship*		Acquired	In Progress	Not Acquired	Acquired	In Progress	Not Acquired
	Perform electrical measurements (commissioning, maintenance, troubleshooting…) on medical devices						
	Comply with usage, installation, and maintenance requirements of medical imaging and nuclear medicine systems						
	Understand the structure of a hospital system, particularly a biomedical department						
	Collaborate within diverse and multidisciplinary teams						
	Configure technical platforms in healthcare facilities						
	Use planning, monitoring, and maintenance tools (e.g., CMMS software)						
	Conduct normative and competitive technology monitoring of a medical device line						
	Commission a specialized equipment line						
	Configure imaging and biology laboratory technical platforms						
	Use risk management and materiovigilance analysis tools						
	Design an investment program aligned with the institution's economic, ethical, societal, and legal issues						
	Draft a call for tenders						
	Make decisions under uncertainty based on available information						

Comments

↓ *Check this box if the competency has been mobilized during the internship*		Supervisor Evaluation				Student Self-Evaluation			
		Highly Capable	Capable	Partially Capable	Not Capable	Highly Capable	Capable	Partially Capable	Not Capable
	Competency **C3**: **Supporting the Commercialization and Commissioning of Medical Devices**								
Key Components	… by complying with the specifications expressed by or for the client								
	… by using technical and documentary standards aligned with the state of the art								
	… by adhering to technical, safety, quality, and environmental norms								
	… by adopting an appropriate commercial or training approach with clients								
	… by adapting communication in international and intercultural contexts								

Key Learnings for Competency **C3** ↓ *Check the boxes corresponding to the key learnings mobilized during the internship*		Acquired	In Progress	Not Acquired	Acquired	In Progress	Not Acquired
	Analyze the functioning of major physiological systems to understand the principle and use of medical devices						
	Gather and understand the expectations of healthcare professionals within a global vision of a healthcare facility						
	Conduct technological and regulatory monitoring						
	Perform a comparative and critical analysis of a medical device line						
	Draft documentation (in any format) for a medical device for commercial purposes						
	Use a specific medical device (or its associated line) after manufacturer training						
	Establish professional rapport with stakeholders						
	Identify purchasing circuits and processes						
	Estimate the budget and return on investment for a medical device						
	Apply negotiation methods during a purchase, from both seller and buyer perspectives						
	Manage customer relationships from pre-sales to post-sales for a medical device						
	Perform product demonstrations for specific medical devices after manufacturer training						
Comments							

↓ *Check this box if the competency has been mobilized during the internship*		Supervisor Evaluation				Student Self-Evaluation			
		Highly Capable	Capable	Partially Capable	Not Capable	Highly Capable	Capable	Partially Capable	Not Capable
	Competency **C4**: **Ensuring Medical Devices Comply with Quality and Regulatory Requirements**								
Key Components	… by contributing to the quality policy in line with regulatory constraints								
	… by participating in the development of product specifications								
	… by conducting document monitoring to anticipate changes in standards and legislation								
	… by adapting communication in an international and interdisciplinary context								
	… by demonstrating responsibility, ethics, and professional conduct								

Key Learnings for Competency **C4** ↓ *Check the boxes corresponding to the key learnings mobilized during the internship*		Acquired	In Progress	Not Acquired	Acquired	In Progress	Not Acquired
	Use statistical analysis tools for quality and certification						
	Apply ethical analysis frameworks by distinguishing empirical questions from value judgments						
	Analyze data for statistical purposes						
	Develop control, compliance, and quality assurance tools						
	Use metrology and monitoring tools (dashboards, KPIs)						
	Analyze quantitative and qualitative data to evaluate and improve service quality						
	Apply quality procedures in institutions (HAS accreditation v2010)						
	Apply regulatory affairs in the field of medical devices and medical imaging platforms						
	Use quality management standards (ISO 9001) and those specific to medical devices (ISO 14971, ISO 13485)						
	Perform CE marking and compile the technical documentation						
	Assist with and follow up on accreditation or certification application processes						
Comments							

Professional Attitude and Soft Skills	Satisfactory	Needs Improvement	Comments
Integration and Collaboration – Integration into the team, understanding and embracing the culture and practices of the host organization, contribution to collective goals			
Autonomy and Proactivity – Effective work organization, taking appropriate initiatives, independently seeking information or solutions			
Diligence and Reliability – Punctuality, attendance, adherence to instructions and deadlines, quality of work delivered within their scope			
Communication and Interpersonal Skills – Clarity of expression (written and oral), active listening, adapting communication style to different audiences, politeness and courtesy			

Final Overall Evaluation		
	A – Exceptional	Performance significantly exceeding expectations. Near-total autonomy, proactivity, and high-impact initiatives. Excellent potential.
	B – Very Satisfactory	Solid and fully satisfactory performance. Effectiveness, good autonomy, and relevant initiatives.
	C – Satisfactory	Performance meeting expectations for this level. Correct work, adequate autonomy, observed progress.
	D – Acceptable	Globally acceptable performance, but requiring more supervision. Autonomy developing.
	E – Passable	Barely sufficient performance. Tasks completed with difficulty or requiring close supervision. Low autonomy.
	F – Insufficient	Clearly insufficient performance. Major difficulties in completing assignments or applying skills, significant deficiencies in know-how or soft skills.

Comment (Mandatory for **A** or **F** rating):

In view of this internship, would you consider recruiting this student once they graduate, should an opportunity arise? ☐ YES ☐ NO

Comments:

What advice would you give the student?

Optional additional observations:

Date:	**Supervisor's Signature**:	**Stamp of the host organization**:	**Please return this form by email to the Academic Advisor by the mid-point of the internship**