Assigning Outside the Annual Plan Evaluation in MedHub

1. Navigate to Evaluations Tab > Deliver Evaluations

**Evaluations**

Use the utilities below to draft evaluations, select participants, and deliver the evaluations. To get started, visit the Help Section.

- [ ] Deliver Evaluations

**Queued Evaluations**

<table>
<thead>
<tr>
<th>Evaluation Form:</th>
<th>Number:</th>
<th>Delivery Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(none)</td>
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2. **Evaluation type:** Faculty evaluation of program/hospital; **Selection Method:** Individuals > Click Continue
3. **Evaluation Form:** Outside the Annual Plan (OAP) Request
4. Select PD as Recipient (or TPA)
5. **Special Options:** none
6. **Assign delivery as desired**
7. **Submit**