

Subject**EVALUATION AND
ADVANCEMENT OF
RESIDENTS****Policy****Number****GME 004****Effective Date****Revised;
August 14,****2007****EVALUATION AND ADVANCEMENT OF RESIDENTS, GME 004**

Evaluation of each resident's clinical competence, medical knowledge, procedural skills, attitudes, and interpersonal relationships is done on a regular basis. This is accomplished utilizing a 360-degree approach. At the completion of each rotation, written evaluations are completed. Each resident is evaluated by the teaching attending. Also, supervising residents (PGY 2/PGY 3) evaluate the PGY 1 residents, and vice versa. These evaluations are reviewed by both the resident and the Program Director. The residents also complete written evaluations of the attending physician. In the day-to-day course of events, the Program Director and members of the teaching faculty provide informal and regular feedback to the residents. This feedback may be positive or negative, but it is done in a constructive manner. Resident performance is routinely discussed at the regular Internal Medicine Clinical Competency Committee meetings.

Each categorical IM resident participates in yearly In-Training Examinations. The Program Director prepares a written summary evaluation of each resident at least twice yearly (approximately mid-year and at the conclusion of each academic year). This summative evaluation incorporates the input of the Clinical Competency Committee for each resident. The ACGME Milestone evaluation is also completed semi-annually by the Program Director, with input from the Clinical Competency Committee. Additionally, the Program Director completes an evaluation of the clinical competency of each resident annually for the American Board of Internal Medicine and at the conclusion of the residents' period of training in the program. Also see GME policy # 022, CLINICAL COMPETENCY COMMITTEE, Internal Medicine program, in this manual.

1. Purpose

University of Maryland Medical Center Midtown Campus, as the sponsoring institution assures that each program has defined, in accordance with the ACGME Program Requirements, the specific knowledge, skills, and attitudes required of graduate level trainees. Individual training programs must also provide educational experiences and an evaluation system to ensure that residents demonstrate competence in the areas of patient care, medical knowledge, practice-based learning and improvement, interpersonal and communication skills, professionalism, and systems-based practice.

2. Scope

This policy applies to all residency training programs sponsored for ACGME and/or equivalency accreditation by the University of Maryland Medical Center Midtown Campus.

3. Responsibility

Completion of the resident evaluation is the responsibility of the Program Director, with input from the faculty.

It is the responsibility of the Graduate Medical Education Committee (GMEC), working closely with the designated institutional official to provide oversight of the process and to ensure that relevant guidelines and requirements are being met.

4. Policy

The residency program must demonstrate that it has an effective plan for assessing resident performance throughout the program and for utilizing the results to improve resident performance. The performance of each resident must be evaluated formally and in writing no less frequently than every six months, or more, in accordance with ACGME Program Requirements. This evaluation is written and is based on an objective review of the trainee's progress in knowledge, skills and professional growth.

5. Evaluation Plan

5.1. Program Directors, working in conjunction with program faculty, must establish objective criteria and an evaluation plan for advancement of residents based on demonstrated readiness and competence. The plan must include:

5.1.1. The use of methods that produce an accurate assessment of residents' competence in patient care, medical knowledge, practice-based learning and improvement, interpersonal and communication skills, professionalism, and systems-based practice.

5.1.2. Mechanisms for providing regular and timely performance feedback to residents that includes at least

5.1.2.1. Written evaluation that is communicated to each resident in a timely manner no less frequently than semi-annually, or more frequently as required by specific ACGME Program Requirements and

5.1.2.2 The maintenance of a record of evaluation for each resident that is accessible to the resident.

5.1.3. A process involving use of assessment results to achieve progressive improvements in residents' competence and performance and which can include faculty, patient, peer, self, and other professional staff evaluative information.

6. Final Evaluation

1. The program director must provide a final evaluation for each resident who completes the program. The evaluation must include:

6.1.1. A review of the resident's performance during the final period of education.

6.1.2. Verification that the resident has demonstrated sufficient professional ability to practice competently and independently.

6.2 The final evaluation must become part of the resident's permanent record maintained by the institution.

6.3 Transfers from other residency programs;

To determine the appropriate level of education for a resident who is transferring from another residency program, the program director must receive written verification of the previous educational experiences and a statement regarding the performance evaluation of the transferring resident,

6.4 Transfer to another residency program;

The program director is required to provide verification of residency education for any residents who may leave the program prior to completion of their education.

7. Request for reconsideration

Residents must be advised by the program director that that they are afforded the opportunity for an appeal any action by UMMC Midtown Campus which could result in (a) their dismissal; (b) non-renewal of a contract; or (c) which could significantly threaten their intended career development, outlined in the Due Process Hearing Procedure detailed in this Manual.