Residents Identify Supervisors (RIS) Evaluation Delivery

Residents Identify Supervisors (RIS) Evaluation Delivery – Residents select the Faculty members with whom they interacted based upon specific criteria established by the Program Administrator.

This functionality takes much of the responsibility of determining evaluation matches away from the Administrator or the schedule and places that responsibility on the Resident. This can be a good option within a program where Resident-Faculty interactions are extremely ad hoc and difficult to determine. Programs can use the RIS functionality not only with their own services, but also released services. When RIS is enabled for a released service, the RIS requests are sent to in-program Residents only.

In order to use the Resident Identify Supervisor functionality, it must be enabled within Program Settings > Evaluations > Residents Identify Supervisors [check box].

Directly to the left of the check box to enable this functionality is a link labeled "settings". This link can also be accessed by going to: Evaluations > Residents Identify Supervisors.

Before RIS can be used, the Administrator must first define criteria around the use of this functionality. This criteria includes:

Which services are eligible to use RIS?
What is the minimum number of supervisors a Resident must define within a particular service?
What is the preferred number of supervisors that should be defined by a Resident on a particular service?
Which evaluation form is to be delivered once supervisors have been identified?

The Settings/Services tab allows this criteria to be defined, either across the entire program, individually for each service, or individually by selected services.

Residents Identify Supervisors - Settings/Services

Completion Statistics	Settings/Services

General Settings

Resident of Faculty Form (default):	(none) ▼
Faculty of Resident Form (default):	Basic Evaluation Form v2 ▼
Send Request to Residents:	2 days prior to rotation end date ▼
Send Late Alert (Weekly):	7 days after request ▼
Required Evaluations (default):	3 ▼
Recommended Evaluations (default):	4 ▼
Enable for Released Residents:	✔
Include Outside Evaluators:	✔
Display Released Services:	☑

[Submit]

Services

☐	Service:	Resident of Faculty Evaluation Form:	Faculty of Resident Evaluation Form:	Min. Required (Recommended):	Supervisor Programs:
☐	AMB - Optimus Brdgpt	--	--	--	--
✔	AMB-1	(default)	Ambulatory Community Office (Preceptor of Resident)	(default)	Internal Medicine - Primary Care
✔	AMB-Allergy-E	Elective Evaluation - Resident of Attending (2014-2015)	Elective Evaluation - Attending of Resident (2014-2015)	(default)	Internal Medicine - Primary Care
✔	AMB-Backup	AMBULATORY - ADDICTION CLINIC (2014-2015) Res of Att	(default)	(default)	Internal Medicine - Primary Care
✔	AMB-McNair - Private Office-Woodbury	(default)	(default)	(default)	Internal Medicine - Primary Care

The screen above presents these options:

• Resident of Faculty Evaluation form to be used (from available forms created that are of this type)
• Faculty Evaluation of Resident form to be used (from available forms created that are of this type)
• Send request to Residents: Number of days prior to the end of the rotation when Residents must begin identifying their supervisors for their current rotation
• Send Late Alert (optional)
• Required Evaluation(s): Residents must identify this number of supervisors at minimum to fulfill the requirement
• Recommended Evaluation(s): The preferred number of Faculty supervisors that should be identified
• Enable for Released Residents [check box]: If enabled, Residents released to the program from other programs would be required to select supervisors to evaluate them for the activity occurring within the program

Once these global requirements have been defined, they can be further defined at the service rotation level. Click on any service and the following screen will be displayed:

For the service selected (in this example: Anesthesia), the Administrator can further define the following settings that trump the global settings for RIS:

• Required Evaluation(s): Residents must identify this number of supervisors at minimum to fulfill the requirement
• Recommended Evaluation(s): The preferred number of Faculty supervisors that should be identified
• Resident of Faculty Evaluation Form (if different from global)
• Faculty of Resident (reciprocal) Form (if different from global)
• Select supervising service(s): Faculty associated with other services would be included as available supervisors for selection for residents on – in this case – the Anesthesia service.

Once the RIS criteria has been defined for all participating services, Residents will be required – and reminded – to select the defined minimum number of supervisors to evaluate them at the conclusion of each service rotation selected for the RIS process.

MedHub also makes it easy for Administrators to oversee Resident performance in fulfilling the requirements of RIS. By selecting the 'Completion Statistics' tab, Administrators can fully track the progress of their Residents in identifying their supervisors.

Residents Identify Supervisors - Completion Statistics

| Completion Statistics | Settings/Services |

Service(s):	Resident(s):	Display:	Start Date*:	End Date*:	
(all services) ▼	(all residents) ▼	(view all) ▼	05/01/2015	09/08/2016	Submit

Resident:	Service:	Rotation:	Requested:	Initiated:	Required (Recommended):	Status:	☐
Cormier, Tama (IM-YSR)	AMB-EndoBranf-E	6/6-6/24/2015	6/17/2015	1	- -	Identified	☐
Sutton, Kiersten (IM-YSR)	AMB-NephC-E-Y	6/6-6/24/2015	6/17/2015	0	- -	Identified	☐
Blue, Stella (IM-YSR)	Research Elective Bench - PC/SRC	6/6-6/22/2015	6/15/2015	0	3 (4)	Incomplete	☐
Breeden, Garnet (3)	Research Elective Bench - PC/SRC	6/6-6/22/2015	6/15/2015	1	3 (4)	Identified	☐
Cormier, Tama (IM-YSR)	AMB-NephC-E-Y	5/20-6/5/2015	5/29/2015	1	- -	Identified	☐
Hahn, Nannie (3)	Research Elective - Clinical - PC/SRC	5/20-6/5/2015	5/29/2015	1	3 (4)	Identified	☐
Sutton, Kiersten (IM-YSR)	AMB-YDD-E-Y	5/20-6/5/2015	5/29/2015	0	- -	Incomplete	☐
Maurer, Flora (4)	AMB-EndoBranf-E	5/20-6/3/2015	5/27/2015	1	- -	Identified	☐
Madsen, Levi (IM-YSR)	AMB-Allergy-E	5/6-5/19/2015	5/12/2015	1	3 (4)	Identified	☐

* Date range filter applied to the identification request date

Set as completed ▼ Submit

By using the filters at the top of the screen, Administrators can select specific services, Residents, completion status and date ranges for determining who is and is not completing the RIS requirements. Administrators can also override the established criteria for selected delivery instances by clicking on the check box to the right of each Resident and using the drop-down at the bottom of the page to:

• Set as completed — regardless of the number of supervisors identified
• Delete request — remove the RIS requirement entirely

If any supervisors have been identified, the Administrator can click on the number and view which supervisor(s) have been identified thus far.

Note: If an evaluation has been initiated as anonymous with RIS, the evaluator's information will not be available