New Innovations
Objectives

• New Innovations Modules
• New Innovations Announcements
• Checklists
• Preparing for the New Academic Year
• Resources
What Am I Doing?
Required Modules for McGaw Programs

• Duty Hours
  - All McGaw Housestaff (Residents & Fellows) are required to log in duty hours and vacation days

• Evaluations
  - All evaluations must be distributed through New Innovations

• Checklists (Onboarding, Compliance, Letters of Agreement)

• Annual Program Evaluation (APE)

• Personnel Records
  - All current and incoming McGaw Housestaff (Residents & Fellows) must have a profile in New Innovations

• Block Scheduling
  - All McGaw Housestaff (Residents & Fellows) must have a rotation/block schedule entered in New Innovations for the current academic year
Additional Modules Available

• Procedure Logger
  - Tracking Procedures (if not already not in ACGME Case Logs)
  - FutureEmployers are asking for Procedure Lists as part of Credentialing

• Conference
  - Managing Conferences (Speakers, Documents, Attendance, Surveys)

• Portfolios
  - Milestones
  - Scholarly Activities
  - Journals
  - Reviews

• Checklists (Program Specific)
More Training Available

- Frequent Program Coordinator NI Training
- Online Resources will be available
- Best Practices Meetings
- Suggestions??

- New Innovations Spring Conference
  - April 25-27, 2018
  - Intercontinental Cleveland (Cleveland, OH)
  - NI Conferences (Home → NI Alerts and Information)
What’s Coming Up?
AY2019 for Jesse Brown VA Medical Center
Assignment Scheduling

• All McGaw programs rotating to JBVA must have accurate schedules entered into New Innovations
• Rotational schedules will be entered in **Block Schedule**
• Half-day clinics or split rotations* will be entered in **Assignment Schedule**
  - *Split Rotations: not a full week at VA*
• Mandatory training will be held in May/June 2018
• Why??
• NO MORE....

TIMESHEETS!!
Match Day – Friday, March 16

• ERAS Import
  - Open door beginning Thursday, March 15 after 12pm and all day Friday
  - ERAS Import will only take less than 5 minutes
  - Schedule time or drop on in
  - Importing your people prior to Friday, March 16 noon will not prompt NI notifications to them
  - Early Match (July 1, 2019 start) may also be imported
    • Will lose application data once ERAS refreshes for 2019-2010 cycle
Checklists
Checklists
Onboarding, LOA (Letters of Agreement), Compliance, OH MY!

• ONBOARDING
  - Onboarding tasks will be split between 3 separate Onboarding Checklists
  - All new-to-McGaw housestaff will have Onboarding #1 checklist released on Friday, March 16 at 12:00PM (NI Notifications will go out the following morning)
    • Includes: Introductory information; Background Check form; Demographic Information; NPI (National Provider Identifier) Information
  - Separate Licensing Checklist (only for matched residents) will be distributed on Monday, March 19
  - Onboarding #2 checklist will be released mid/late May (Chicago Contact Information; Wildcard Information)
Checklists
Onboarding, LOA (Letters of Agreement), Compliance, OH MY!

• LETTERS OF AGREEMENT (LOA)
  - All new-to-McGaw residents will have Letters of Agreement (LOA) Checklist released after Friday, March 16 at 12:00pm
  - New-to-McGaw and returning fellows had LOA Checklist released on a rolling basis starting in December 2017
  - All returning residents had LOA Checklist released on a rolling basis starting in February 2018
  - Appointment/Reappointment (Residents) and Stipend B (Fellows) Forms must be submitted and approved by McGaw prior to LOA Checklist release
  - Housestaff must sign and re-upload all 4 pages of their LOA within 2 weeks of release
  - Signed LOA can be found by going to Housestaff Profile → Contracts
Checklists
Onboarding, LOA (Letters of Agreement), Compliance, OH MY!

• COMPLIANCE
  - New-to-McGaw housestaff release date: **May 25, 2018 (tentative)**
    • DUE JUNE 23, 2018
    • Includes: IHI Training Modules, RATL Modules, SAFER Training Module (with quiz), Impaired Physician Module (with quiz), Written Assessment of Undergraduate Medical Students in Clinical Clerkship, Title IX – Discrimination and Sexual Misconduct
    • New modules added: Conflict of Interest, Feinberg’s Learning Objectives for working with Medical Students
  - Continuing housestaff release date: **July 2, 2018 (tentative)**
    • DUE JULY 31, 2018
    • Includes: RATL Modules, SAFER Training Module (with quiz), Impaired Physician Module (with quiz), Title IX – Discrimination and Sexual Misconduct
  - Weekly Reminders after Due Date will be sent to Program Coordinators and Program Directors until Completion
Preparing for the New Academic Year
Preparing for the New Academic Year

What to Do from Now ➔ July 1

- Create your 2018-2019 Academic Year(s)
- Check Primary Email Address for Housestaff (must be @northwestern.edu)
- Check Faculty Records
  - Add/Archive faculty records
  - Check primary email address for faculty
- Enter 2018-2019 Block/Rotation Schedule (preliminary schedule-April/May; final schedule due June 30, 2018)
- Check Curriculum
- Review Evaluation Forms
- Add Evaluation Session(s) or Copy Session(s) from previous academic year
- Check Duty Hours Setting
  - Update/Remove Duty Types available for housestaff logging
- Rule Configurations
Preparing for the New Academic Year

What to Do from Now ➔ July 1

- Enter 2018-2019 Conference Schedule
  - Review/Update Conference Surveys
- Procedure Logging Settings
- Notifications
  - Updated Program Coordinator/Administrator Information (Evaluations, Duty Hours, Procedures)
- Departmental Resources
  - Revise/Update Department Manuals
  - Update Policies
Help?!
Resources

New Innovations Welcome Page

Welcome to New Innovations

Username: ccoordinator (change)  Logged into: MCGAW

Welcome: Coody Coordinator

NI Alerts and Information

- Recent Enhancements (updated on 2/14/2017)
- NI Conferences
- Sign-Up for Email Updates

System-Wide Notices (7)

New Innovations Guides for Housestaff: Please see the following overview guides available:

- New Innovations Overview for Residents & Fellows (last updated: May 2016)
- Logging Duty Hours into New Innovations

McGaw Program Director/Coordinator Guidebook: Please see the following coordinator’s NI guidebook available:

- McGaw Program Director’s At-A-Glance Look at New Innovations (last updated February 2017)
- McGaw Guidebook on Personnel (last updated: October 2016)
- McGaw Guidebook on Scheduling - Block (last updated: February 2017)
- McGaw Guidebook on Scheduling - Assignment (last updated: February 2017)
Contact Information

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