

M Northwestern Medicine[®]
Feinberg School of Medicine

Program Director's Retreat

April 12, 2023

Joshua Goldstein, MD
Senior Associate Dean for Graduate Medical Education
Designated Institutional Official



Agenda

8am	McGaw Update & Presentation of Award – Josh Goldstein, MD & Nancy Parlapiano
8:30am	Vice Dean Welcome – Marianne Green, MD, FACP
8:40am	Medical, Caretaker, and Parental Leave (MCP) Overview – Nancy Parlapiano
8:55am	Feedback – Priya Jain, MD, MEd
9:25am	BREAK
9:40am	CLER updates and best practices for Safety and Quality Education – Abra Fant, MD
10am	The Annual Program Evaluation (APE): identifying institutional themes and trends – Clara Schroedl, MD
10:30am	Addressing ADA Accommodations and Other Disability-Related Issues – Scott Warner
11am	Facilitated Group Activity – How to Improve Educational Culture – Clara Schroedl, MD and James Schroeder, MD
11:57am	Closing Remarks – Josh Goldstein, MD

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McGaw Distinguished Service Award

2023



Prior Recipients

Louanne Carabini	(2022)
Sue Gerber	(2021)
Sharon Unti	(2020)
Jonathan Fryer	(2019)
Aashish Didwania	(2018)
Jim Sliwa	(2017)
Joan Anzia	(2016)
Walter Eppich	(2016)
Michael Schafer	(2015)

Dmitry Pyatetsky, MD

Associate Professor of Ophthalmology and Medical Education
Residency Program Director



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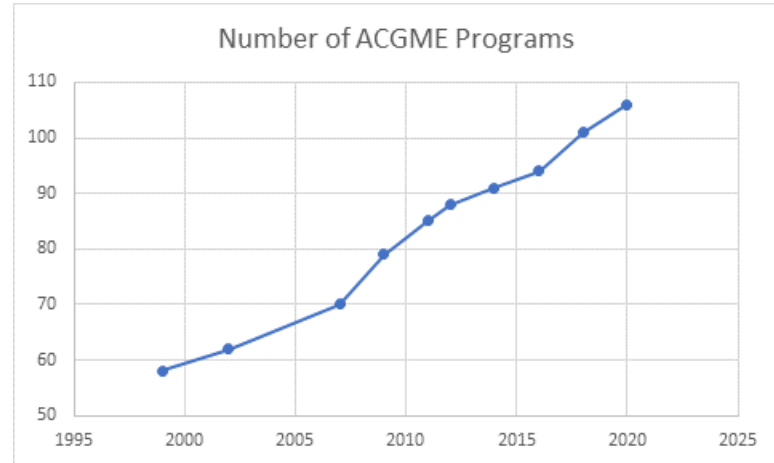
McGaw and GME Update

2023

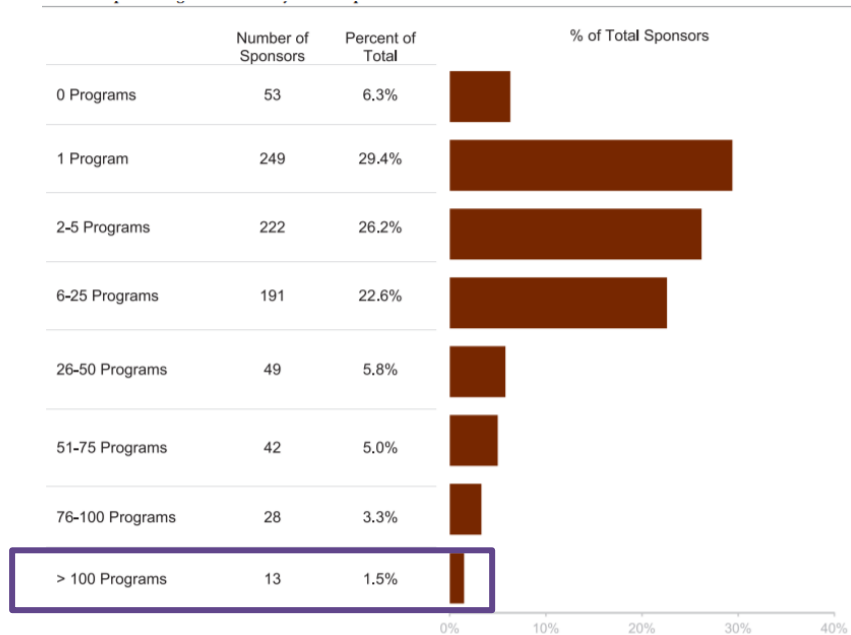


McGaw Overview

- Continued accreditation by ACGME
- No institutional citations or AFIs
- 112 training programs accredited by ACGME
- All programs with continued accreditation
- Approximately 1,250 total trainees



McGaw Programs Compared to National



Clinical Competency Committee (CCC)

<https://www.acgme.org/globalassets/acgmeclinicalcompetencycommittee/guidebook.pdf>



Accreditation Council for
Graduate Medical Education

Clinical Competency Committees

A Guidebook for Programs
3rd Edition

Kathryn Andolsek
Duke University

Jamie Padmore
Medstar-Georgetown

Karen E. Hauer
University of California at San Francisco

Andem Ekpenyong
Rush University Hospital

Laura Edgar
ACGME

Eric Holmboe
ACGME

This information is current as of January 2020

<https://www.mcgaw.northwestern.edu/directors/resources/director-retreat.html>

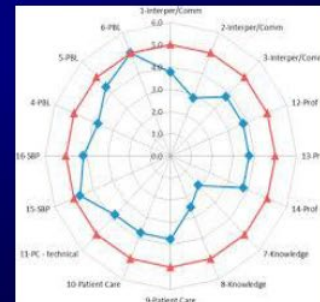
2021 Program Director Retreat - Andem (Andy) Ekpenyong, MD, MHP

Clinical Competency Committees (CCCs): Improving the Quality of Assessment in Graduate Medical Education



Andy Ekpenyong, MD MHPE

Medical Education Grand Rounds
Northwestern Feinberg School of Medicine
2/5/2021



CCC

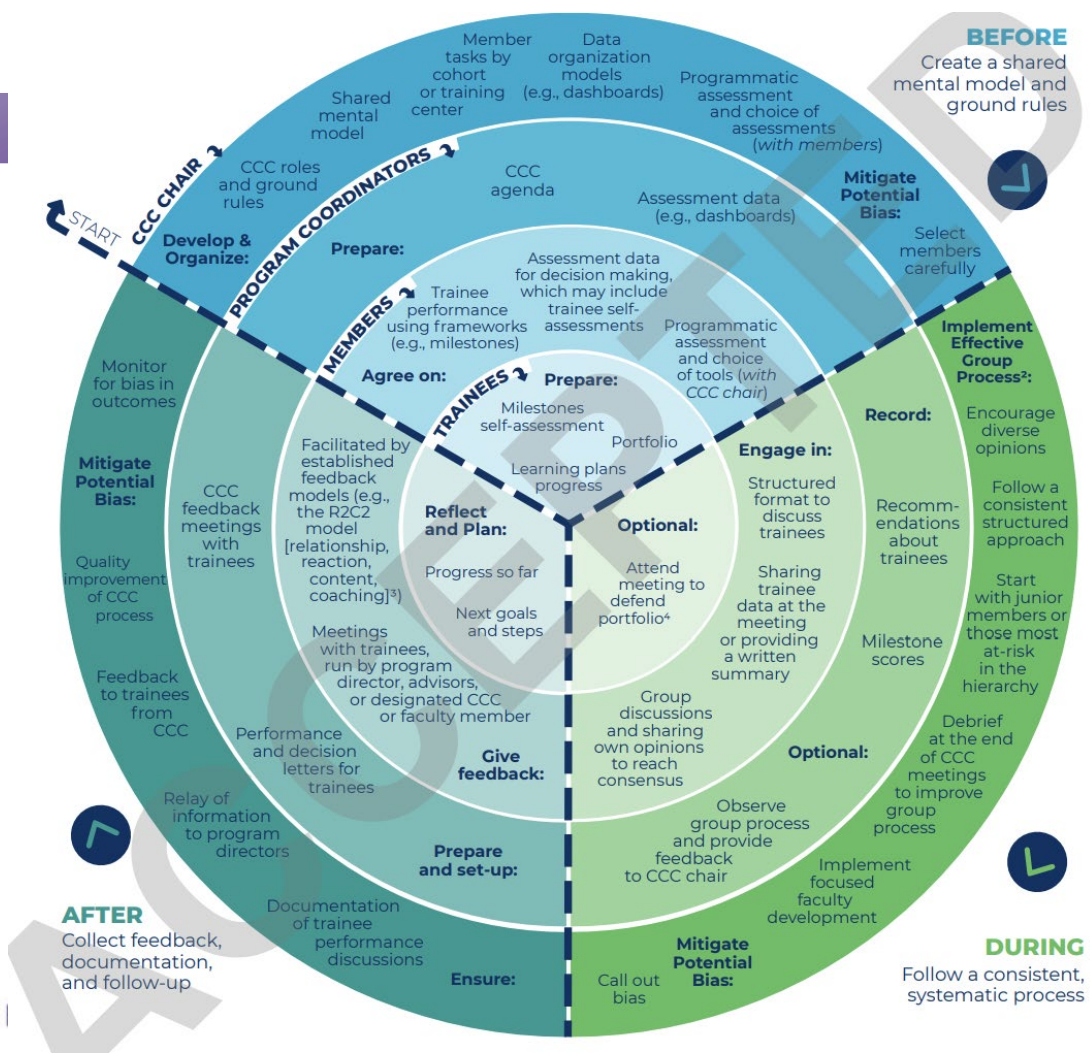
- PD must appoint the CCC, which at a minimum must include three faculty members, at least one of which is a core faculty member in the program.
 - should try to balance CCCs in terms of academic rank, gender, race/ethnicity, program role, and professional focus
 - may appoint additional CCC members from the same or other programs, or other health professionals who have extensive contact and experience with the program's residents
 - some Review Committees may place restrictions on who can chair a CCC
 - *In larger programs the Chair of the CCC may not be PD and should have expertise in this area (nice role for APD or core faculty member interested in education)*

CCC

- Assessing transferring residents/fellows
- Contributing to the Program Evaluation Committee (PEC)
- Faculty development
- Quality improvement of the assessment system
- Continuous educational quality improvement
- Review and development of program's individual and collective assessment tools

CCC

- The documentation of the CCC meeting itself can be one of the most valuable documents to an institution when defending a resident/fellow dismissal or adverse action.
- The ACGME does not have a requirement as to how the CCC meeting should be documented, however, McGaw requires program retain minutes of CCC meetings.
 - A written document reflecting the discussion of each resident's/fellow's performance.
 - A concise summary of each resident's/fellow's performance and any action or follow-up items.
 - Confidential (i.e., not shared with anyone other than the resident/fellow, CCC, and program leadership).
 - Archived in accordance with the institution's document retention policy in consultation with legal counsel.



Al-Bualy, Raghdah MHA, MHPE¹; Ekpenyong, Andem MD, MHPE²; Holmboe, Eric MD³. **Effective Clinical Competency Committee Meeting Practices: Before, During, and After.** Academic Medicine December 2022.

Program Evaluation Committee (PEC)

- planning, developing, implementing, and evaluating educational activities of the program;
- reviewing and making recommendations for revision of competency-based curriculum goals and objectives;
- addressing areas of non-compliance with ACGME requirements;
- annually reviewing the program using evaluations of faculty members, residents, and others
- Some PECs include review of resident/fellow Milestone assessments to determine weak points in curricular elements of the program in order to make necessary changes.

Greenfield J, Traboulsi EI, Lombardo-Klefos K, Bierer SB. Best practices for building and supporting effective acgme-mandated program evaluation committees. MedEdPORTAL.2020

MedEdPORTAL® | The AAMC Journal of
Teaching and Learning Resources

Original Publication

 Open Access

Best Practices for Building and Supporting Effective ACGME-Mandated Program Evaluation Committees

Jessica Greenfield, PhD*, Elias I. Traboulsi, MD, MEd, Krista Lombardo-Klefos, MBA, S. Beth Bierer, PhD, MEd

*Corresponding author: greenfj@ccf.org

Abstract

Introduction: The Accreditation Council for Graduate Medical Education (ACGME) mandates that residency training programs form program evaluation committees (PECs) to monitor program delivery and outcomes, generate annual program evaluations (APEs), facilitate strategic planning, and implement continuous quality improvement projects. Though PECs provide essential documentation to position programs for successful accreditation decisions, few resources exist in the literature for PEC members. **Methods:** Employing Kern's model for curriculum development, we conducted a needs assessment in 2016 that resulted in adding a 2-hour workshop on building and supporting effective PECs to a certificate program for residency program directors. The workshop used a flipped classroom model with prework readings and guiding questions to familiarize participants with ACGME requirements for PECs and APEs. Several activities helped participants identify best practices for PECs and discuss authentic examples of mission statements, APEs, and action plans. **Results:** From 2017 to 2019, we offered this workshop on three different occasions to a total of 42 participants (34 residency program directors/associate program directors and eight program coordinators). In 2019, 14 participants completed a web-based evaluation after the session. All agreed or strongly agreed that the workshop met the learning objectives, utilized interactive teaching methods, included useful APE examples, and provided valuable resources. **Discussion:** This workshop addresses a gap in the literature by helping program directors identify best practices for PECs. The APE template and workshop examples can be adjusted to fit the needs of individual institutions.

Keywords

Evaluation, Accreditation, Program Evaluation, Faculty Development, ACGME, Residency, Program Evaluation Committee, Annual Program Evaluation, Flipped Classroom

PEC – McGaw Template

<https://www.mcgaw.northwestern.edu/docs/Program-Evaluation-Committee-Minutes-Tracking-Form-Action-Plan-07-2022.doc>

The screenshot shows the McGaw Medical Center website. The header includes the McGaw logo and the text 'Medical Center of Northwestern University'. A search bar is located in the top right. The navigation menu includes 'About', 'Programs', 'Benefits & Resources', 'Policies', 'Wellness', 'Directors & Coordinators', and 'Diversity'. The breadcrumb trail is 'Feinberg Home > Home > Directors & Coordinators > Resources > Forms and Templates'. The main content area is titled 'Forms and Templates' and includes a paragraph: 'Please [contact us](#) with any concerns or to suggest a new asset.' Below this is a list of links: 'Elective Rotations Forms and Templates', 'IDFPR Memo - Early Departure from Training Program (DOCX)', 'McGaw Initial Contract (Example) (PDF)', 'McGaw Authorization For Release of Records (DOC)', and 'McGaw Application (PDF)'. A sidebar on the left lists 'Directors & Coordinators Overview', 'Policies and Procedures', 'Resources', 'Resources Overview', 'ACGME', and 'Conflict of Interest'. The page also features a 'Program Document Templates' section at the bottom.

Nonstandard Training Program (NST) J1 Process

<https://www.acgme.org/program-directors-and-coordinators/welcome/>

Non-Standard Training (NST) Recognition

Non-Standard Training (NST) Recognition

The ACGME will offer Recognition of Sponsoring Institutions that have non-standard training (NST) programs. NST programs provide clinical training for foreign national physicians in advanced subspecialty programs for which there is no ACGME accreditation or American Board of Medical Specialties member board certification. Foreign national physicians receive J-1 visas sponsored by the Educational Commission for Foreign Medical Graduates (ECFMG) to enable their participation in NST programs. NST Recognition will be conferred upon Sponsoring Institutions only and will not be conferred upon individual NST programs.

Announcements

[Recognition of Non-Standard Training for Exchange Visitor \(J-1\) Physicians to Transition to the ACGME](#)

ACGME Requirements and Review Process

The ACGME Board of Directors approved the NST Recognition Requirements, which set forth minimum standards for Sponsoring Institutions with NST programs, at its February 2022 meeting. The Institutional Review Committee makes decisions on recognition for ACGME-accredited Sponsoring Institutions with NST programs. Sponsoring Institutions are required to maintain ACGME accreditation without an adverse accreditation status to be eligible for NST Recognition.

NST J1 Process

- McGaw is currently approved by ACGME to participate in NST J1 process
- As part of initial application McGaw was required to list participating NST programs, thus those are locked in
- Currently, no new NSTs being considered for J1 sponsorship
- NAMF (NST) programs may not consider candidates requiring a J1 visa unless they were approved and notified by GMEC in Fall, 2022
- H1B visas (work visas) require prior GMEC approval
 - Cost must be born by program (\$9000)

ACGME: Five Key McGaw Survey Indicators

- Able to raise concerns without fear of intimidation or retaliation
- Participate in safety event investigation and analysis
- Satisfied with faculty members' feedback
- Taught about health care disparities
- 80-hour week (averaged over a four-week period)



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Program Directors' Retreat 2023

Nancy Parlapiano
Executive Director
McGaw Medical Center of Northwestern University

Let's start with...Thank You!

II.A.4. Program Director Responsibilities

The program director must have responsibility, authority, and accountability for: administration and operations; teaching and scholarly activity; resident recruitment and selection, evaluation, and promotion of residents, and disciplinary action; supervision of residents; and resident education in the context of patient care. (Core)

II.A.4.a) The program director must:

II.A.4.a).(1) be a role model of professionalism; (Core)

II.A.4.a).(2) design and conduct the program in a fashion consistent with the needs of the community, the mission(s) of the Sponsoring Institution, and the mission(s) of the program; (Core)

II.A.4.a).(3) administer and maintain a learning environment conducive to educating the residents in each of the ACGME Competency domains; (Core)

II.A.4.a).(4) develop and oversee a process to evaluate candidates prior to approval as program faculty members for participation in the residency program education and at least annually thereafter, as outlined in V.B.; (Core)

II.A.4.a).(5) have the authority to approve program faculty members for participation in the residency program education at all sites; (Core)

II.A.4.a).(6) have the authority to remove program faculty members from participation in the residency program education at all sites; (Core)

II.A.4.a).(7) have the authority to remove residents from supervising interactions and/or learning environments that do not meet the standards of the program; (Core)

II.A.4.a).(8) submit accurate and complete information required and requested by the DIO, GMEC, and ACGME; (Core)

II.A.4.a).(9) provide applicants who are offered an interview with information related to the applicant's eligibility for the relevant specialty board examination(s); (Core)

II.A.4.a).(10) provide a learning and working environment in which residents have the opportunity to raise concerns and provide feedback in a confidential manner as appropriate, without fear of intimidation or retaliation; (Core)

II.A.4.a).(11) ensure the program's compliance with the Sponsoring Institution's policies and procedures related to grievances and due process; (Core)

II.A.4.a).(12) ensure the program's compliance with the Sponsoring Institution's policies and procedures for due process when action is taken to suspend or dismiss, not to promote, or not to renew the appointment of a resident; (Core)

II.A.4.a).(13) ensure the program's compliance with the Sponsoring Institution's policies and procedures on employment and non-discrimination; (Core)

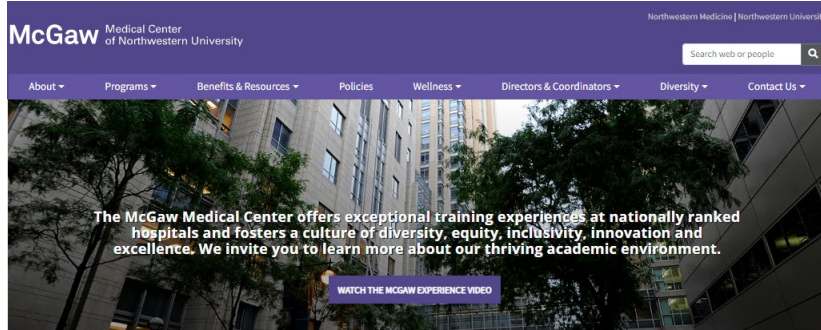
II.A.4.a).(13.a) Residents must not be required to sign a noncompetition guarantee or restrictive covenant. (Core)

II.A.4.a).(14) document verification of program completion for all graduating residents within 30 days; (Core)

II.A.4.a).(15) provide verification of an individual resident's completion upon the resident's request, within 30 days; and, (Core)

II.A.4.a).(16) obtain review and approval of the Sponsoring Institution's DIO before submitting information or requests to the ACGME, as required in the Institutional Requirements and outlined in the ACGME Program Director's Guide to the Common Program Requirements. (Core)

McGaw Website Refresh



Consortium

The McGaw consortium member institutions and affiliates include top-ranked urban, suburban, specialized and general hospitals, ensuring varied, dynamic clinical experiences.

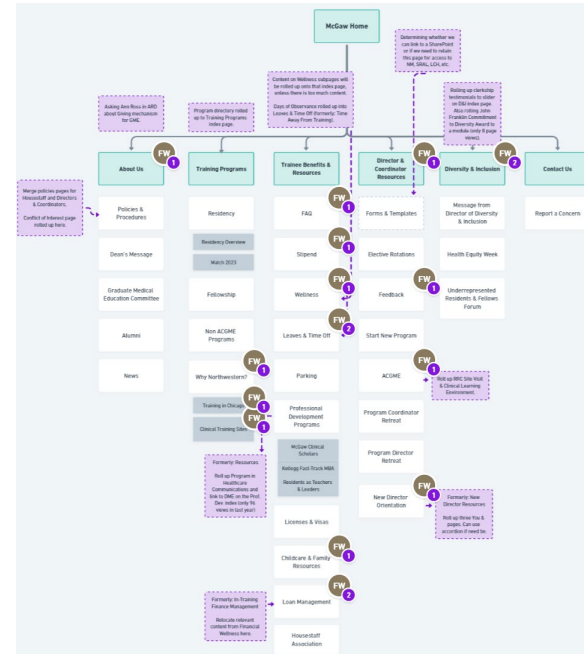
[LEARN ABOUT THE CONSORTIUM](#)



Our Programs

We support a broad range of residency and fellowship programs that build important clinical skills and produce graduates who are prepared to practice in a rapidly changing healthcare landscape.

[SEE AVAILABLE PROGRAMS](#)



Trainee Wellness

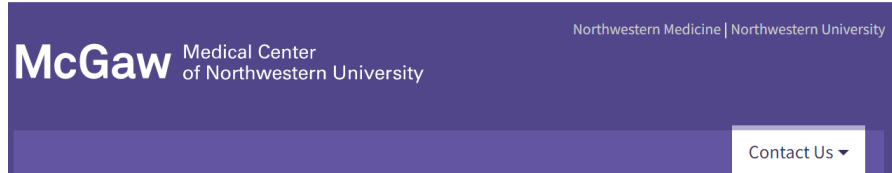
<https://www.mcgaw.northwestern.edu/wellness/emotional-wellness.html>

- **For acute or urgent issues**, trainees should utilize Perspectives for counseling available 24 hours per day. They can call or text (800) 456-6327.
- **To establish ongoing care** with a mental health professional, trainees can utilize McGaw's Wellness Program established with Meridian Psychiatric Partners. mcgawwellness@meridianproviders.com | (312) 477-2109.
 - Response time for McGaw trainees is prioritized; within 48 hours.
 - Therapy is covered by the McGaw-provided BCBS-IL plan at \$25 copay per visit (\$0 copay or deductible for the first 2 therapy visits per calendar year).

McGaw trainees are allowed to attend medical appointments during weekday clinical and educational hours. They must inform their PD in a timely fashion if they will be away to attend a medical appointment.

Anonymous Portal

<https://www.mcgaw.northwestern.edu/contact-us/report-concern.html>



Report a Concern

McGaw Medical Center of Northwestern University is committed to providing a supportive educational environment. An important part of that commitment is maintaining an educational and professional culture that fosters learning for all trainees. Those who have any concerns regarding their educational and/or professional environment may raise them anonymously via this portal:

[SUBMIT A REPORT](#)

If commenting on a particular specialty/service, please share that detail so that we may pursue.

No identifying information is collected by this form. We will respond, to the best of our ability, to all concerns. If you would like to receive personal feedback, please submit your contact information.

McGaw trainees and Northwestern University Feinberg School of Medicine students and faculty are governed by the [Safe and Healthy Learning Environment Policy](#), which includes a policy for non-retaliation. All trainee concerns not covered by the Safe and Healthy Learning Environment Policy will utilize the same reporting and resolution mechanisms as outlined in that policy.

McGaw Housestaff Anonymous Feedback

McGaw is committed to providing a supportive educational environment. An important part of that commitment is maintaining an educational and professional culture that fosters learning for all housestaff members.


Housestaff members who have any concerns regarding their educational and/or professional environment may raise them anonymously via this portal.

If commenting on a particular specialty/service, please share that detail so that we may pursue.

No identifying information is collected by this form. We will respond, to the best of our ability, to all concerns. If you would like to receive personal feedback, please submit your contact information.

Your answer

Complements & Quotas



169502 - MCGAW MEDICAL CENTER OF NORTHWESTERN UNIVERSITY

Program ▾


1101612015 - MCGAW MEDICAL CENTER OF NORTHWESTERN UNIVERSITY PROGRAM

Emergency Medicine - Chicago, IL

Original Accreditation Date: July 01, 1982
Accreditation Status: Continued Accreditation
Effective Date: January 07, 2019
Accredited Length of Training: 4 Year(s)
Program Format: Standard
Case Logs: Use Not Required by ACGME

Last Site Visit Date: November 29, 2007
Date of Next Site Visit (Approximate): *No Information Currently Present*
Self Study Due Date (Scheduled): February 28, 2018
10 Year Site Visit (Approximate): August 01, 2019

Total Approved Resident Positions: 60
Total Filled Resident Positions*: 61
Temporary Increase** 4 Effective from 07/01/2015 thru 06/30/2019



NATIONAL RESIDENT MATCHING PROGRAM®

United States – Registration, Ranking, and Results @ (R3 @)

View Program Details

Institution: Northwestern McGaw/NMHVA-IL - Chicago, IL	Match Year: 2019
Role: Institution Official	NRMP Institution Code: 2247
Username: McGaw1	ACGME Inst Code: 169502
Institution Status: ACTIVE	NRMP Program Code: 2247110C0
Program Name: Emergency Medicine	ACGME Program Code: 1101612015
Program Type: Categorical	SOAP Participation: Yes
Program Status: ACTIVE	

Quota

You may change current quota here, or go to the [Reversions](#) tab to donate potential unfilled positions to other programs.

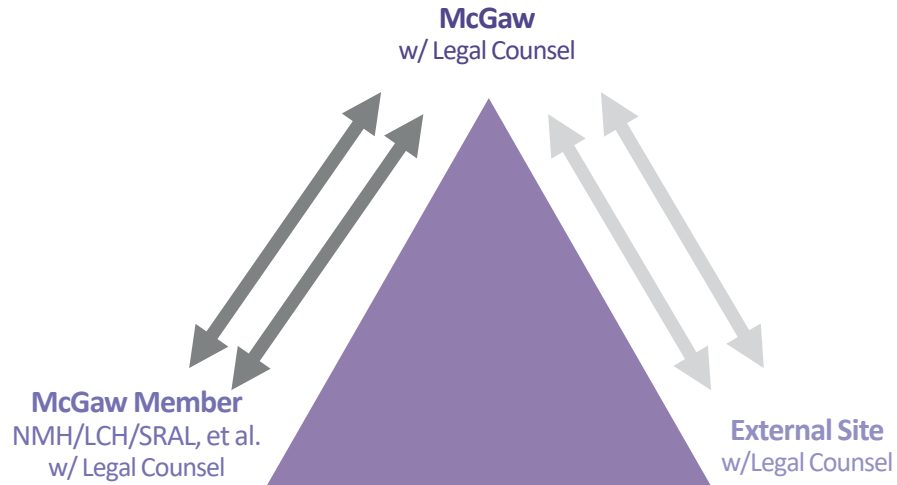
Initial Quota	<input type="text" value="15"/>
Current Quota	<input type="text" value="15"/>

Elective External Rotations

- Request for an external elective rotation must be submitted no less than **120 days prior** to the start state. Full details about how to request.
- An elective external rotation, regardless of accreditation/non-accreditation status of the training program, requires a legal affiliation agreement.
- Initiation of the agreement commences after DIO (Dr. Goldstein) approves the request. DIO approval of the requested experience does not translate into finalization of the rotation...

Elective External Rotations

DIO approval of the requested experience does not translate into finalization of the rotation.



Medical, Caretaker, and Parental (MCP) Leave

Six weeks

at least once and at any time during their program, starting the day the trainee is required to report

Equivalent of 100% of their salary

for the first six weeks of the first approved MCP leave of absence

Two weeks of PTO/Vacation reserved for use beyond the first six weeks

of the first approved MCP leave(s) of absence taken

Stay Tuned