McGaw Program Director Retreat

January 27, 2020

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Topics

• Addressing Performance Deficiencies
• Handling Allegations of Discrimination, Harassment, etc.
• Providing Information to Third Parties
• Attorney-Client Privilege Issues
Addressing Performance Deficiencies

• Important to follow procedures: https://www.mcgaw.northwestern.edu/policies/index.html
• PD consults with DIO
• PD or DIO notifies trainee of corrective action and any appeal rights
• IDFPR notification if trainee leaves program early
Allegations of Discrimination/Harassment

• See “Addressing Housestaff Concerns and Grievances” section of McGaw web site
• Non-Harassment/Non-Discrimination Policy requires notification of PD, DIO (Josh), or Director of GME (Nancy)
• Safe and Health Learning Environment Policy
• Anonymous reporting option
• Strict no-retaliation policy
Providing Information to 3rd Parties

• McGaw has template authorization and waiver of liability form
• Third-party forms may suffice if they name McGaw as an authorized/released party
• Important to consult with GME office/DIO before releasing documents or other information to third-parties
Attorney-Client Privilege

- Protects communications with McGaw’s attorneys that are for the purpose of getting legal advice
- Be careful about what you e-mail to whom
- When there’s a potential legal claim or other legal issue, start by calling the GME office
Questions?
Thank You