Program Director’s Retreat

2020

Joshua Goldstein, MD
Associate Dean for Graduate Medical Education
Designated Institutional Official
8:00am  McGaw Update & Presentation of Award  
        Joshua Goldstein, MD; DIO

8:45am  Resident Quality Metrics  
        Abra Fant, MD, MS

9:00am  Questions and Answers with the Dean  
        Eric G. Neilson, MD

9:30am  NM Resident Projects  
        Kristin Ramsey, MSN, MPPM, RN, NE-BC

10:15am  Break

10:25am  Faculty Development  
        Mary Eileen McBride, MD, MEd

10:45am  Trainee Wellness: Updates  
        Ashley Bassett, MD

11:15am  Legal FAQ  
        Scott L. Warner

11:45am  Closing Remarks  
        Joshua Goldstein, MD
McGaw Distinguished Service Award
2020
Prior Recipients

Jonathan Fryer  (2019)
Aashish Didwania  (2018)
Jim Sliwa  (2017)
Joan Anzia  (2016)
Walter Eppich  (2016)
Michael Schafer  (2015)
Sharon Unti, MD

Program Director, Pediatrics Residency Program
Associate Professor of Pediatrics
(Academic General Pediatrics and Primary Care) and Medical Education
McGaw Overview

- Continued accreditation by ACGME effective January, 2020
- 1 citation
- 105 training programs accredited by ACGME
New updates

• ACGME New Common Program Requirements – Sections I-V
  - https://www.acgme.org/What-We-Do/Accreditation/Common-Program-Requirements

• Visa and licensing

• Electives / away rotations / affiliation agreements

• When to engage McGaw in underperformance

• New McGaw policies
New ACGME Common Program Requirements
Oversight – Residency and Fellowship

• I.C. The program, in partnership with its Sponsoring Institution, must engage in practices that focus on mission-driven, ongoing, systematic recruitment and retention of a diverse and inclusive workforce of residents, fellows (if present), faculty members, senior administrative staff members, and other relevant members of its academic community.
New ACGME Common Program Requirements

PD / Faculty Requirements – Residency

• I.E. The presence of other learners and other care providers, including, but not limited to, residents from other programs, subspecialty fellows, and advanced practice providers, must enrich the appointed residents’ education.

• I.E.1. The program must report circumstances when the presence of other learners has interfered with the residents’ education to the DIO and Graduate Medical Education Committee (GMEC).
New ACGME Common Program Requirements

PD / Faculty Requirements – Residency and Fellowship

The Program Director must:

• 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

McGaw’s mission:

McGaw is committed to fostering safe learning and well-being in a culture emphasizing the progressive evolution of Graduate Medical Education training by ensuring excellent teaching, innovative research, and the personal and intellectual growth of its residents and fellows dedicated to the highest possible standards of clinical patient care in a diverse academic community.
New ACGME Common Program Requirements
PD / Faculty Requirements – Residency and Fellowship

The Program Director must:

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

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

• II.A.4.a).(6) have the authority to remove program faculty members from participation in the residency/fellowship program education at all sites.
New ACGME Common Program Requirements

PD / Faculty Requirements – Residency and Fellowship

The Program Director must:

- 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)

More information will be available in the forthcoming Program Directors Guide to the Common Program Requirements.
New ACGME Common Program Requirements

PD / Faculty Requirements – Residency and Fellowship

• II.B.2.g) [Residency] Faculty must pursue faculty development designed to enhance their skills at least annually
  - II.B.2.g).(1) as Educators
  - II.B.2.g).(2) in QI and Safety
  - II.B.2.g).(3) in Fostering their own and their trainee well-being
  - II.B.2.g).(4) in Patient care based on practice-based learning and improvement efforts

• II.B.2.g) [Fellowship] Faculty must pursue faculty development designed to enhance their skills at least annually.
  - The Review Committee may further specify
New ACGME Common Program Requirements

Educational Program

The curriculum must contain:

• IV.A.1. A set of program aims consistent with the Sponsoring Institution’s mission, the needs of the community it serves, and the desired distinctive capabilities of its graduates.
  - IV.A.1.a) The program’s aims must be made available to program applicants, residents, and faculty members (needed for self study).

• IV.C.2. The program must provide instruction and experience in pain management if applicable for the specialty, including recognition of the signs of addiction (opioid modules)
  - The Review Committee may further specify
New ACGME Common Program Requirements

Evaluation – Residency and Fellowship

• V.A.1.e) At least annually, there must be a summative evaluation of each resident/fellow that includes their readiness to progress to the next year of the program, if applicable.

• The final evaluation (upon completion of the program) must:
  - V.A.2.a).(2).(b) verify that the resident/fellow has demonstrated the knowledge, skills, and behaviors necessary to enter autonomous practice;
  - V.A.2.a).(2).(c) consider recommendations from the Clinical Competency Committee; and,
  - V.A.2.a).(2).(d) be shared with the resident/fellow upon completion of the program
## Visa and licensing

<table>
<thead>
<tr>
<th>J1</th>
<th>H1B</th>
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<tbody>
<tr>
<td>Training</td>
<td>Employment</td>
</tr>
<tr>
<td>Paid for by trainee</td>
<td>Paid for by program (apx $8K)</td>
</tr>
<tr>
<td>Requires home return</td>
<td>Pathway for permanent residency</td>
</tr>
<tr>
<td>No GME review</td>
<td><strong>Required DIO review and approval before ranking</strong></td>
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Requires home return **Pathway for permanent residency**

**Required DIO review and approval before ranking**
Visa and licensing

• IDFPR has a highly variable practice in reviewing nonstandard applications
• IDFPR board meets monthly
• Delays can be weeks to months and are difficult to predict
• Strongly recommend a direct phone conversation with current training director if there are questions about applicants
• PDs should carefully review all applications for red flags and review with DIO:
  - Arrests (felony or misdemeanor)
  - Gaps in training
  - Transfers
Away rotations and agreements

https://www.mcgaw.northwestern.edu/directors/resources/elective-gme-rotation%20.html

- Requires affiliation agreement
- Requires approval by PD, base hospital, and McGaw
- At minimum 60 days but suggest longer
- Trainees should not make travel plans until approved
- International rotations reviewed by Center for Global Health
- LFH / Delnor / CDH must work with Academic Affairs for approval
International rotations

https://www.globalhealth.northwestern.edu/education/affiliations/index.html

- Affiliated partners preferred
- Check State Dept. risk level
- CGH review any global electives
  - At least 4 weeks
  - Clear educational goals
  - Mentorship and site supervision
  - Waiver and safety plan
- GeoBlue health insurance
  https://www.geo-blue.com/
What to document

Call DIO with any questions

• Specific nature of concerns
• Supporting documentations
• Clear remediation plan
• Possible outcomes
• Length of intervention
• Wellness resources
• CCC review (warning and disciplinary action)
Minimum position requirements

- Akin to a “job description”
- Should be posted on website and available to applicants before ranking
- Balance between general and specific
- Focus on required tasks
  - Call
  - Clinical coverage
  - Physical skills
- Program specific
Program Director’s Retreat

2020

Nancy Parlapiano
Executive Director for Graduate Medical Education
McGaw Medical Center of Northwestern University
Key Administrative Points

Complements & Quotas

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

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

*Total filled will reflect the previous academic year until the annual update is completed for the current academic year. Totals may vary from year to year due to off cycle residents. **Temporary increase(s) not reflected in the approved positions.
Key Administrative Points

Complements & Quotas

**Institution:** Northwestern McGaw/NMH/VA-IL - Chicago, IL
**Role:** Institution Official
**Username:** McGaw1
**Institution Status:** ACTIVE
**Program Name:** Emergency Medicine
**Program Type:** Categorical
**Program Status:** ACTIVE

**Match Year:** 2019
**NRMP Institution Code:** 2247
**ACGME Inst Code:** 169502
**NRMP Program Code:** 2247119C9
**ACGME Program Code:** 1101812015
**SOAP Participation:** Yes

**Quota**

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

- **Initial Quota:** 15
- **Current Quota:** 15
Key Administrative Points
Complements & Quotas

- Manage an ongoing tracking sheet to forecast impact on future training years
Wellness Program Liaison Message

Hello residents and fellows!

I am excited to introduce myself as the Northwestern McGaw Resident Wellness Liaison. We know that your lives as residents and fellows are incredibly busy and complicated, and we also know that physicians are vulnerable to mood disorders, anxiety, and substance use problems.

My commitment as wellness liaison for McGaw is to help make mental healthcare accessible. Meeting or talking with me is free of cost to residents and fellows, and except in cases of imminent harm, our conversation will be fully confidential. Depending on your needs, we can speak on the phone or meet in person to talk about the issue at hand. If ongoing treatment is needed, my goal will be to connect you with a local psychiatrist, therapist, or provider who meets your particular needs.

If you are struggling with a mental health issue, please consider reaching out for help. These problems do have solutions and they are easier to manage together.
Highlights: McGaw Benefits, Support, & Policies

Trainee Representation

McGaw Housestaff Association

The McGaw Housestaff Association is a group of housestaff representing each educational program within McGaw for the purpose of communicating with the administration. Issues are addressed at forum meetings (held six to eight times per year). McGaw Housestaff Association leadership then brings appropriate issues to the Graduate Medical Education Committee, of which they are members.

HSA representatives for each McGaw educational program are delegated, but any resident or fellow may attend meetings and/or contact McGaw Housestaff Association leadership to bring forth ideas or concerns.

To contact HSA Executive Board or Wellness Committee, please send e-mail to: mcgawhsa@northwestern.edu

Northwestern McGaw Underrepresented Residents and Fellows Forum

Mission Statement

Established May 24, 2011

Northwestern McGaw Underrepresented Residents and Fellows Forum (NMURFF) is an inter-departmental group for trainees at Northwestern McGaw Center for Graduate Medical Education. The NMURFF leadership consists of residents and/or fellows who carry out programming in four areas: mentoring, networking and career development, outreach, and strategy and collaboration. NMURFF welcomes members of all backgrounds who support our mission. Our work centers on diversity and representation and is focused on (but not limited to) race, ethnicity, gender, and sexual orientation.
McGaw strives to create a medical campus environment of belonging and inclusion for all.

Message from the Director of Diversity & Inclusion

“A culturally competent training environment promotes excellence, improves health outcomes and patient care quality, and will eventually eliminate health disparities.”

Linda Suleiman, MD
Assistant Professor of Orthopaedic Surgery
Director of McGaw Diversity & Inclusion
McGaw Clinical Scholars Programs

In an effort to offer residents and fellows a broad educational experience, McGaw has worked to develop clinical scholar programs for those housestaff with specialized interests and anticipated career paths.

- Bioethics Clinical Scholars Program
- Global Health Clinical Scholars Program
- Health Equity and Advocacy Clinical Scholars Program
- Medical Education Clinical Scholars Program
Highlights: McGaw Benefits, Support, & Policies
Kellogg MBA Program for McGaw Trainees

• All McGaw trainees are eligible to apply
• GME training must remain priority
• Must be in good standing with PD support of application
• Condensed curriculum represents savings of ~$30,000
Time Away from Training

McGaw realizes that trainees may need to take time away from training for a variety of reasons. We will work with you to accommodate this as needed. All trainees should be aware that additional time away from training (in addition to the six weeks allotted each academic year for vacation, education, and sick leave) may require an extension of training beyond the originally anticipated completion date in order to comply with certifying board requirements and ensure satisfaction of ACGME milestone requirements for his/her specialty. It is the responsibility of the Program to be knowledgeable of the specialty board's rules and inform trainees of limits, if any, in allowable absences. While vacation time will not accrue during any needed extension of training, the housestaff member will receive full stipend and benefits. If training is extended to make up for time spent on short-term disability, the stipend provided during the extension will be at the PGY level during which short-term disability was taken.

- Educational Leave
- Family and Medical Leave
- Jury Duty
- Maternal Leave
- Military Leave
- Parental Leave
- Sick Leave
- Vacation Leave
Highlights: McGaw Benefits, Support, & Policies

Time Away From Training

• **Vacation Leave** is mandatory each academic year unless prohibited by your Board
  - PGY1 = 3 weeks
  - PGY2 and above = 4 weeks

• **Sick Leave** = 10 days
  - Outside of these days, trainees must be released from duties for doctor appointments with appropriate frequency.

• **Parental Leave** following new child = 14 days
Highlights: McGaw Benefits, Support, & Policies

Time Away From Training: Maternal Leave

- **Maternal Leave**: Mothers-in-training who have given birth are entitled to 6 weeks off after delivery and may utilize up to 12 weeks Family Medical Leave.

McGaw Payroll & Benefits must be promptly notified in advance of an anticipated birth or adoption date. The trainee will be provided a Request for Family and Medical Leave form which must be completed and approved by the Program Director.

McGaw Payroll & Benefits
888-449-0016 | mcgawpayroll@ey.com
Highlights: McGaw Benefits, Support, & Policies

Time Away From Training: Maternal Leave

• **6 Weeks Leave (recommended minimum):**
  - Begins with 14 calendar days of Parental Leave (100% of stipend)
  - Following Parental Leave she has a choice of options for the remaining 4-10 weeks:
    - Utilize any or all vacation days remaining for the academic year (100% stipend)
    - Utilize any or all sick days remaining for the academic year (100% stipend)
    - If she has already utilized all of sick days for the academic year, she can apply for short-term disability benefits (60% stipend)
Time Away From Training: Maternal Leave

• **Additional leave beyond the first 6 weeks:**
  
  • May use a combination of any remaining vacation/sick days and/or unpaid Family Medical Leave if ineligible for short-term disability
  
  • Those who have exhausted their sick days and have not been cleared by their physician to return to training can transition to or remain on short-term disability until certified to return (60% stipend)
Planning maternal leave is understandably complicated and personal. If ever in need of additional guidance, please don’t hesitate to contact McGaw’s Payroll & Benefits team.

McGaw Payroll & Benefits
888-449-0016 | mcgawpayroll@ey.com
McGaw-based Resources for PDs

Resources

Graduate Medical Education program management has many moving parts. The GME office at McGaw Medical Center wants to help staff manage Northwestern programs with professionalism, and develop a consistent approach across all programs. Find valuable information and assistance via the links below.

- **Accreditation Council of Graduate Medical Education**
  Find information on interactions with ACGME.

- **Assessing Learners in the Workplace**
  Recorded TIME lecture with Dr. Brigid Dolan on guiding learners to provide safe and effective care.

- **Conflict of Interest**
  Find template slides for faculty presentations.

- **Coordinator Retreat**
  Connect with peers on shared challenges and concerns.

- **Director Retreat**
  Attend this annual event, an opportunity to learn and share experiences.

- **Faculty Development Learning Modules**
  Other modules available and designed with medical education in mind. Click here to start exploring them. Click here for more information.