All residents are required to complete the Institutional Curriculum prior to graduating from their residency program. In order to provide a valuable education, the on-line Institutional curriculum has been designed to be completed in phases throughout your residency years.

**Prior to July 1st of entering year of residency/fellowship – Required Curriculum**

- **Health Insurance Portability and Accountability Act (HIPAA)**
  
  *To Be Completed by:* All Incoming Residents/Fellows
  
  *ACGME Competencies:* Professionalism, Interpersonal and Communication Skills, Patient Care
  

  1. Detailed instructions on how to log into the HIPAA training module can be found on the GME Website at [http://www.utoledo.edu/med/gme/](http://www.utoledo.edu/med/gme/) under the Incoming Residents/Fellows section

- **iCARE Education and Attestation Statements: Curriculum provided during GME Orientation**
  
  *To Be Completed by:* All Incoming Residents/Fellows and Subsequently All Residents on yearly basis
  
  *ACGME Competencies:* Patient Care, Interpersonal and Communication Skills, Professionalism
  
  *Access to Attestation Statements:*

  1. Education and Attestation Statements will be provided to Incoming Residents/Fellows at GME Orientation for completion and instruction on submission to GME Office.
  2. Education and Attestation Statements will be provided to Current Residents/Fellows via email for completion and instruction on submission to GME Office.

- **Residents as Educators: Curriculum provided during GME Orientation**
  
  *Residents as Educators:* Fundamentals of Teaching, Evaluating, and Medical Students for Resident Physicians
  
  *Residents as Educators:* Teaching and Learning Styles
  
  *Residents as Educators:* Interacting With Your Medical Students
  
  *Residents as Educators:* Providing Feedback
  
  *Residents as Educators:* Evaluating Your Student
  
  *To Be Completed by:* All Incoming Residents/Fellows
  
  *ACGME Competencies:* Patient Care, Interpersonal and Communication Skills, Professionalism, Practice-Based Learning and Improvement
End of July 2010 – Required Curriculum

- **Practice Guidelines for Sedation and Analgesia by Non-Anesthesiologists**
  To Be Completed by: All Incoming Residents/Fellows

  ACGME Competencies: Patient Care

  Access to On-Line Curriculum: [http://utmc.utoledo.edu/medstaff/](http://utmc.utoledo.edu/medstaff/)
  1. Log in using Novell username without the container, and Novell password
  2. Select “Online Practice Guidelines for Sedation and Analgesia by Non-Anesthesiologists”
  3. Watch the video. Computer will need Rea Media Player.
  4. Complete quiz and submit for certification. Quiz must be passed at 80% in order to become certified and receive credit for completion of the curriculum.

- **Order Writing**
  To Be Completed by: All Incoming Residents/Fellows

  ACGME Competencies: Patient Care, Medical Knowledge

  Access to On-Line Curriculum: Through email
  1. PowerPoint presentation will be sent via email from the GME office.
  2. Must review presentation
  3. Complete quiz and submit. Responses will be sent electronically to GME office.
  4. Must score 100% on quiz to receive credit for completion of the curriculum.

End of September 2010 – Required Curriculum

- **Anticoagulation Protocol**
  To Be Completed by: All Residents/Fellows

  ACGME Competencies: Patient Care, Practice Based Learning and Improvement, Systems-Based Practice

  1. Review the presentation.
  2. Complete quiz using the following link: [http://www.surveymonkey.com/s/5YYPWH6](http://www.surveymonkey.com/s/5YYPWH6) and submit. Responses will be sent electronically to GME office.
  3. Must score 100% on quiz to receive credit for completion of the curriculum.

End of January 2011 – Required Curriculum

- **Learning to Address Impairment and Fatigue to Enhance Patient Safety – LIFE**
  To Be Completed by: All Residents/Fellows

  ACGME Competencies: Interpersonal and Communication Skills, Professionalism, Practice Based Learning and Improvement, Systems-Based Practice

  Access to On-Line Curriculum: Conferences/Workshops Provided by Residency Program
  1. Residency Programs will use materials supplied by the LIFE curriculum to address all modules of the curriculum.
  2. All residents will be required to participate in each module in order to receive credit for completing the module.
  3. Completion will be validated by the Residency Program either through attestation of Program Director or attendance records submitted to the GME office.
End of 2010 – 2011 Academic Year – Required Curriculum

- **Risk Management Education**
  
  *To Be Completed by:* All Residents/Fellows
  
  - Incoming Residents: Year One modules
  - Residents PG2: Year Two modules
  - Residents PG3 and higher/Fellows: Year Three modules

  **ACGME Competencies:** Professionalism, Practice Based Learning and Improvement, Systems-Based Practice

  **Access to On-Line Curriculum:** [http://utmc.elmexchange.com/cc](http://utmc.elmexchange.com/cc)
  
  1. Register as “New User”. Please confirm your group and click on the link on the left side of the page by clicking “Submit”.
  2. Fill out a short registration form. You will be asked to provide your name, email address, select a password, and your specialty affiliation.
  3. Access your courses. Once registration has been completed you will be guided through an introduction and course guide.

- **Cultural Competence & Diversity Training (must be completed prior to end of academic year)**
  
  *To Be Completed by:* All Incoming Residents (prior to end of academic year)
  
  All Residents/Fellows currently in programs who have not completed (prior to end of academic year)

  **ACGME Competencies:** Interpersonal and Communication Skills, Professionalism, Patient Care

  **Access to On-Line Curriculum:** [http://myut.utoledo.edu/](http://myut.utoledo.edu/)
  
  1. Log on to “MyUT” using utad username and password (yellow boxes on top right of screen)
  2. Select “Employee” tab (on the left)
  3. Look for the “Training and Career Development” box in center of window
  4. Select on “Cultural Competency and Diversity Training (on-line module)”
  5. Complete the 5 modules as instructed

**Additional Curriculum – To Be Completed at the Discretion of the Residency/Fellowship Program**

- **Residents as Teachers developed by the Alliance for Academic Internal Medicine (AAIM)**
  
  *To Be Completed by:* All Residents/Fellows – at the discretion of the Residency/Fellowship Program

  **ACGME Competencies:** Interpersonal and Communication Skills, Professionalism, Patient Care

  
  1. The Residency/Fellowship program will be responsible for monitoring the residents’ completion of the curriculum.

- **Residents as Educators: Self-Assessment Reflection**
  
  *To Be Completed by:* All Residents/Fellows – at the discretion of the Residency/Fellowship Program

  **ACGME Competencies:** Patient Care, Interpersonal and Communication Skills, Professionalism, Practice-Based Learning and Improvement

  **Access to On-Line Curriculum:** [http://www.ucimc.netouch.com/intro.htm](http://www.ucimc.netouch.com/intro.htm)
  
  1. The inventory measures comfort with clinical teaching by comparing perceptions of your "ideal clinical teacher" and your feelings about yourself as a clinical teacher.
  2. The Residency/Fellowship program will be responsible for monitoring the residents’ completion of the curriculum.
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*HIPAA to be completed prior to July 1st of incoming year. iCare Education and Residents as Educators completed during GME Orientation

= All Incoming Residents

= All Residents

= Supplemental Curriculum for All Residents (at the discretion of the Program Director)