


Name of Policy: Review of Resident Competency and The Clinical Competency Committee (CCC)		 Effective date: 12/05/2017	
Policy Number:	3364-86-047-00		
Approving Officer:	Dean, College of Medicine and Life Sciences		
Responsible Agent:	Director, Graduate Medical Education		
Scope:	UT College of Medicine & Life Sciences Residents		
<input type="checkbox"/>	New policy proposal	<input type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input checked="" type="checkbox"/>	Reaffirmation of existing policy

POLICY

The University of Toledo must provide a fair and reasonable peer-review protected review process to assess an individual resident’s achievement of the ACGME competencies; medical knowledge, patient care, professionalism, interpersonal and communication skills, practice-based learning, and systems-based practice; appropriate to their level of education.

PURPOSE

To provide Program Directors and the Associate Dean for Graduate Medical Education with procedures and guidelines for remediation and/or disciplinary action for residents based upon the resident’s achievement of the ACGME competencies. This includes, but is not limited to, disruptive behavior in the clinical environment, failure to provide safe and adequate patient care, and failure to communicate complete and accurate information.

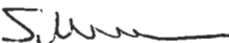

PROCEDURE

- A. All residency and fellowship programs will implement a Clinical Competency Committee (CCC) in accordance with ACGME requirements.
- B. Each program will have a CCC with a structure that meets ACGME requirements.
 - CCC members are appointed by the program director and must include three faculty members; program director may participate on the CCC.
 - Chair of the CCC who is not the program director or chair of the respective department is encouraged.
 - Membership of the CCC will vary by department size but must include at least three faculty (as above):
 - Representatives from all divisions/services encouraged
 - Where there are multiple sites, representation from all sites encouraged
 - Representation from junior and senior faculty encouraged
 - Chief residents who have completed core residency programs in their specialty and are eligible for specialty board certification may be members of the CCC
 - CCC may include non-physicians
 - Requirements for membership:
 - All committee faculty must be actively involved in resident education

- All committee faculty must participate in committee deliberations regularly (75% of meetings)
 - Advisors may contribute objective information to the discussion
 - Feedback must be constructive and timely following meetings
- Function of the CCC:
 - Review all resident evaluations
 - End of rotation evaluations
 - Direct observation checklists for skills i.e. line placement, mini-CEX, other procedural skills
 - 360 or multisource evaluations (nurses, colleagues, students, patients, other ancillary health care personnel)
 - Semi-annual evaluations by the program director
 - Attendance records for conferences
 - In-Training Examination scores
 - Professionalism score cards
 - Procedure log
 - Any other assessment information available i.e. praise cards and concern cards
 - Review all resident evaluations semiannually
 - Meet to discuss the evaluations
 - Achieve consensus on residents' performances
 - Complete the specialty specific milestones forms for each trainee
 - Complete reporting to the ACGME semiannually
 - Make recommendations to the Program Director
 - Promotion to next level of training.
 - Probation or Dismissal. If this is the decision, the Program Director will discuss with the Associate Dean of GME to review the decision and make final judgment. At all times, GME processes on Inadequate Resident Performance and Due Process will be in effect.

C. Each residency and fellowship program must have its own policy for its CCC and is provided to the GME office at the beginning of each academic year.

The CCC may maintain written minutes which list the names of all residents considered recommendations and discussions and the CCC members in attendance. As a peer review process committee, all proceedings and records generated pursuant CCC meetings must be held in confidence and are not subject to discovery or introduction into evidence in accordance with Ohio law.

<p>Approved by:</p> <p></p> <p>Chair, Graduate Medical Education Committee</p> <p></p> <p>Dean, College of Medicine and Life Sciences</p> <p>Review/Revision Completed by:</p> <p><i>Graduate Medical Education Committee</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> ● None <p>Initial effective date: 10/04/11</p> <p>Review/Revision Date: Reviewed 10/1/13, Revised 12/3/13, Revised 12/1/15, Reviewed 12/5/17</p> <p>Next review date: 12/2019</p>
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