Policy 3.100 Graduate Medical Education Committee
Section Resident/Fellow Supervision/Work Environment
Subject Supervision
Policy Requirements ACGME Institutional: 2.2.b;3.2.d; 4.10 ACGME Common: 2.6; 2.11; 4.2.c; 6.6; 6.7; 6.8; 6.9; 6.10; 6.11 UAMS Administrative Guide 4.4.01
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Purpose

To ensure that the Sponsoring Institution and ACGME-accredited programs meet ACGME requirements related to supervision of residents/fellows.

Policy

The UAMS College of Medicine (COM), as the Sponsoring Institution (SI), in collaboration with each Accreditation Council for Graduate Medical Education (ACGME)-accredited program, must ensure the availability of adequate resources for resident/fellow education including support for core faculty members to ensure both effective supervision and quality resident/fellow education. UAMS COM must oversee supervision of residents/fellows consistent with institutional and program-specific policies and mechanisms by which residents/fellows can report inadequate supervision in a protected manner that is free from reprisal. The SI must maintain and institutional policy regarding supervision of residents/fellows. The SI must ensure that each ACGME-accredited program shall develop a written program-specific policy consistent with the institutional policy and the respective ACGME Common and specialty-/subspecialty-specific Program Requirements.

Each UAMS COM ACGME-accredited program must have a program-specific supervision policy that meets all ACGME requirements related to supervision including the role of the program director and core faculty in the supervision of residents/fellows. This policy must address how the program's curriculum delineates resident/fellow responsibilities related to supervision. This policy must outline the levels of supervision, define when physical presence of a supervising physician is required, set guidelines for when residents must communicate with supervising faculty members and discuss the method by which residents/fellows know their scope of authority.

<u>Supervision Oversight</u>

The UAMS COM GMEC supports oversight of residents/fellows in ACGME-accredited programs through the review of institutional and program ACGME survey data related to supervision on an annual basis. Programs with concerns related to supervision may be placed on Special Review.

<u>Reporting Mechanisms</u>

The UAMS COM GME has developed a Raising Concerns brochure, which outlines the various ways residents and fellows may report inadequate supervision in a protected manner that is free from reprisal. The UAMS i-safe system is an institutional reporting system that allows residents/fellows to report incidents including professional misconduct and/or discrimination.

Oversight of Policies

Programs will review and update their program-specific supervision policies on an annual basis. Policies will be housed in the residency management system, New Innovations. The COM GME Office provides resources such as policy templates for use by programs. Assistance in policy development is available upon request to the COM GME Office. Annually the COM GME office will review all program's supervision policies and provide feedback to programs to ensure ACGME requirements are outlined and met.

Training

All residents, fellows, and non-faculty instructors who supervise or assess medical students in the UAMS College of Medicine will complete a mandatory "Preparation to Teach" module developed jointly by the Undergraduate Medical Education (UME) curriculum office and the Graduate Medical Education (GME) office. Completion of this module will be centrally monitored by the GME and the Regional Programs offices and the data will be shared with the UME program.

References

UAMS UME Policy on Preparation of Residents as Teachers