

TYRC NEWS

TRANSITIONAL YEAR



Accreditation Council for Graduate Medical Education

JULY 2009

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RRC NEWS IS A BIENNIAL PUBLICATION THAT PROVIDES REVIEW COMMITTEE AND ACGME UPDATES. PLEASE CONTACT THE EDITOR FOR SUGGESTIONS OR COMMENTS ABOUT THIS NEWSLETTER: KREINHOLD@ACGME.ORG.

A REMINDER: Twice Yearly Evaluations to Specialty Program Directors

Effective July 1, 2007, the revised program requirements specified the following:

The program director must forward performance evaluations of those residents accepted into a residency following completion of the transitional year to the specialty program director at least twice a year, or as specified in the specialty requirements. (PR II.A.4.q)

A global evaluation form has been developed for TY program directors' use in this process and is available on the TY webpage (ACGME.org.) Please note that if the TY-recommended evaluation form is not used by a program, the evaluation form currently in use for this purpose must be submitted for TYRC review at the time of site visit.

The TYRC has recently received a memorandum from the RRC for Ophthalmology following their most recent RRC meeting. The RRC stated that for a number of programs reviewed on their most recent agenda, documentation of twice yearly TY program director evaluations was lacking.

While the statement from the Ophthalmology RRC is the only negative feedback received to date, it is of significant concern. This message, then, is sent as a reminder to all TY program directors: 1) to ensure that evaluations are conducted for all TY residents who have matched into ACGME-accredited specialty residencies, and 2) to advise the specialty program directors to maintain a copy of evaluations submitted by the TY program for review by the site visitor at the time of the specialty program site visit. 3) TY program directors are also advised to maintain copies of evaluations forwarded to specialty program directors; these should be available for verification by the site visitor at the time of the TY survey.

MEETING AND AGENDA CLOSING DATES

MEETING: NOVEMBER 4-5, 2009
AGENDA CLOSING: SEPTEMBER 7, 2009

MEETING: MAY 6-8, 2010
AGENDA CLOSING: MARCH 8, 2010

MEETING: NOVEMBER 3-4, 2010
AGENDA CLOSING: SEPTEMBER 6, 2010

ACGME Website 101: A Quick Guide for Transitional Year Program Directors

By M. Cathy Nace, MD, Immediate Past Chair,
Transitional Year Review Committee

The [ACGME Website](#) contains a wealth of information for Transitional Year program directors (TYPDs). If viewed regularly, the site can be extremely useful in anticipating program requirement changes, preparing for site visits, and answering questions that arise on a frequent basis.

TY WEB PAGE: The “Transitional Year” specific page can be found under the heading “Review Committees” on the left side. Clicking on “Transitional Year” (TY) brings up a listing of all the information specific to TY programs. In the “contact” box, e-mail addresses and phone numbers of ACGME staff for the Transitional Year Review Committee (TYRC) can be found. There is also a listing of current TYRC members.

PROGRAM REQUIREMENTS: The “Program Requirements” box contains links to PDF files of all program requirements, including Institutional Requirements and Common Program Requirements. Clicking on “Program Requirements” brings up the TY requirements. This document includes both program specific and common requirements. The common requirements are in bold in the PDF file. Although primarily a responsibility of the DIO, the institutional requirements are important for a TYPD to know so that he or she may best ensure the program is in compliance with all ACGME requirements. If there are new requirements under review or pending implementation, they will also be found in this section. The “Program Director Guide to the Common Program Requirements” is located here, and it is useful to both new and seasoned TYPDs for an annual program review and in preparation for a site visit. There are detailed explanations of each of the common program requirements with links to other areas on the website for further information.

PROGRAM INFORMATION FORM: The PIF section links to the documents needed to prepare for a site visit. The two documents listed are either for “new” applications for a program, or are for “continued” accreditation.

PROGRAM RESOURCES: In “Program Resources”, there is specific information on understanding the ACGME accreditation letter (Letter of Notification, LON) from the Executive Director, the “Virtual Handbook” for program directors, as well as a listing of fre-

quent citations identified by the TYRC. Very helpful in this area under “Guidance Documents” is a table with a summary of specialty-specific requirements for the PGY-1 year and the frequency of evaluations required for the future program directors. A link to the global evaluation form is also included.

UPDATES from the TYRC: Under “Updates from the RRC” is the most recent newsletter, and specific information relevant to upcoming TYRC or other meetings. There are also the dates of upcoming deadlines for review committee submissions. With this data, TYPDs with recent site visits will know at which TYRC meeting their program will be reviewed.

FREQUENTLY ASKED QUESTIONS: The “FAQ” section of the site contains information primarily based on questions raised by TYPDs in the past. The area is updated by TYRC staff and members on an annual basis, adding questions and answers based on issues that have arisen frequently in the past year. There are also more general FAQ sections on duty hours and the site visit.

It should be noted that each Review Committee has a similar site with all the above noted areas. TYPDs may find some creative solutions or other information in the “notable practices” or “newsletter” sections of other committee web pages.

DATA COLLECTION SYSTEMS: One of the most common areas of the website that TYPDs will visit is the “Data Collection Systems” area. The “ADS” section requires the program user name and password, and is where the annual program and resident updates are made, along with requests for complement and program director changes. The data for first section or common electronic section (we trying to no longer use this term) of the PIF, such as faculty CVs, faculty rosters, and participating sites is entered here. Resident survey information is also found here, including the specialty specific aggregate national reports. For questions on using ADS, there are a number of tutorials on the site that may be helpful in completing the forms.

RESIDENT SURVEY: The “Resident Survey” section, although intended for residents to log in and complete their surveys, contains a substantial amount of guidance for program directors. There are FAQs on the resident survey geared to TYPDs, and the “What do programs need to do” section is critical reading for the program director at the time of the resident survey. An explanation for both program directors and residents

on “duty hours” is included in this section as well.

NOTE: The “resident case log system” is not directly relevant for TYPDs as TY residents are not required to document case experience.

CONTACT OTHER TY PROGRAM DIRECTORS:

Also in the “Data Collection Systems” section, basic information on all ACGME-accredited programs may be found under “Search programs/sponsors”. This information may be helpful in networking with or contacting other TYPDs.

SITE VISIT: Program directors with an upcoming site review, should read the area under “Site Visit”. There is a discussion of the accreditation process, an extensive list of FAQs and answers, as well as links to the biographies of the field staff representatives who conduct site visits.

MEETINGS and WORKSHOPS: Information about upcoming TYRC meetings, ACGME educational conferences, as well as program coordinator workshops is located here.

RESIDENT SERVICES: Program Directors may wish to orient their residents to the “Resident Services” area and review it themselves for information on resident reporting of concerns, complaints, and egregious violations to the ACGME. Both residents and program directors will find the residents’ “Newsletter” of interest.

GLOSSARY of TERMS: At the top of the home page, under the “ACGME Glossary of Terms”, program directors will find a valuable resource in understanding the definition of terms used by the ACGME and the TYRC. This comprehensive list clarifies the intent of language utilized in documents and forms.

POWER POINT PRESENTATIONS: Faculty Development: The educational modules of “Educating Physicians for the 21st Century” are a series of power point presentations with facilitator’s manuals to stimulate discussions at faculty meetings or educational retreats. These may assist with faculty development and can be found under “Outcome Project”.

COMING in AUGUST

Look for information on the first issue of the new journal under “Journal of Graduate Medical Education”. The initial issue will be available August 2009. This quarterly journal will have articles relevant to GME and the environment in which it occurs, as well as updates from the ACGME.

There is more information on the ACGME website, including bylaws, policies and procedures, member organizations, and mission, vision, and values statements. Section II of the Manual of Policies and Procedures includes all of the information about accreditation which is directly applicable to program directors and is the part of the information referred to in program requirement II.A.4.m: ‘be familiar with and comply with ACGME and Review Committee policies and procedures as outlined in the ACGME Manual of Policies and Procedure’. The ACGME home page is updated frequently and Review Committees are regularly adding new information to their specific areas.

TYRC WELCOMES NEW MEMBERS, July 1, 2009

Brian M. Aboff, MD, FACP, is the program director for both the Transitional Year and Internal Medicine Residency Programs at Christiana Care Health System in Newark, Delaware.

Louis J. Ling, MD, is Professor of Emergency Medicine and Associate Dean for GME at the University of Minnesota Medical School/Hennepin County Medical Center, Minneapolis, Minnesota.

Neena D. Shah, MD, MBA, is an Associate Professor in the Division of Neonatology at the University of Wisconsin, Meriter Hospital., Madison, Wisconsin. Karolyn Ann Wanat, MD, completed her Transitional Year Residency at Aurora St. Luke’s Medical Center, Milwaukee, Wisconsin on June 30th, and is currently enrolled in the dermatology residency at the University of Pennsylvania.

TYRC Members Completing Terms of Appointment, June 30, 2009

The TYRC expressed their appreciation to Cathy Nace, MD, and Jo Linder, MD, for significant contributions to the TYRC during their respective 6-year terms, and to Sarah Taylor, MD, who served a 2-year term as resident member. Both Dr. Nace and Dr. Linder were elected to the position of TYRC Chair and served in that capacity for a period of 2 years. Additionally, Dr. Nace was the head of the Transitional Year Program Director’s Association during her tenure on the TYRC.

Extending the Term of Chair

At its February 2009 meeting, the ACGME Board of Directors approved revisions to the Manual of Policies and Procedures that included changing the name of the ACGME Council of Review Committee Chairs to the ACGME Council of Review Committees (CRC) and extending the term length of Review Committee Chairs from two years to three years (Manual, pg 36), including endorsement of the implementation of the transition plan.

The primary rationale for these changes is to facilitate greater interaction and improved communication with the ACGME Board of Directors by helping ensure institutional memory as the Council undertakes its initiatives through the coming years. Under the scope of its redesign, the CRC also structured three subcommittees: Standardization, Innovation, and Common Program Requirements and identified three specialty groups – Surgical, Medical, Hospital-based and Ancillary. These subcommittees and sections will become pivotal to the CRC in accomplishing its work. As of 7/1/09, the Chair is Danny M. Takanishi, Jr., MD.

ACGME Resident Survey Results

From March through June 2008, residents from 71 programs were surveyed, and 568 of 628 residents completed the survey for a 90% response rate. The survey results indicate highly engaged learning between faculty and residents. An average of 92% of the residents indicated that faculty members provide sufficient supervision and participation in conferences. An average of 96% of the residents reported opportunities to participate in research or scholarly activities, as well as opportunities to assess the residency program for the purposes of program improvement. Of the residents who responded, an average of 98% reported having met ACGME duty hour requirements for the work week, one day free from all program responsibilities, in-house call, and working within the 24+6 hour continuous on-duty limit. The survey results do suggest one area for program improvement. Twenty-three percent of the residents reported that they could not speak freely about issues and problems in their residency program without fear of intimidation or retaliation.

In a complex learning environment, it is possible that structures may not necessarily be in place to elicit resident input. Successful programs, however, value resident input and gather resident opinions in many different ways. One example is a resident led forum

that focuses on what works well and what can be improved. Programs then incorporate this input into the annual review of program effectiveness and improvement, which is a required accreditation process. Programs with other innovative ways of engaging residents and minimizing fear of intimidation are invited to share their ideas. The committee will review the concepts received and share selected strategies on the “Notable Practices” section of the transitional year ACGME webpage.

Institute of Medicine Duty Hour Recommendations

The IOM recommendations to change the current duty hour standards are probably familiar to most of our newsletter readers. While the total of 80 hours per week remains intact, there are multiple changes regarding how those hours can be apportioned. The IOM has given the ACGME two years to implement most of these changes. The ACGME takes this responsibility seriously and has assigned a task force including members of its Board of Directors and several RRC chairs to study the IOM report and recommend a course of action. An interactive conference on duty hour standards was held on March 4-5, 2009, in conjunction with the ACGME Educational Conference. In addition, a Duty Hour Congress was held June 11-12, 2009, in Chicago. The conference was attended by representatives of specialty organizations, boards, and others in the community. Reactions to the IOM recommendations from the transitional year community were submitted to the ACGME for consideration. Recommendations from all specialties were made available to the ACGME and were published and reviewed by the Duty Hour Task Force. More information will be provided as it is available.