

ACGME Program Requirements for Graduate Medical Education in Internal Medicine

Common Program Requirements are in BOLD

Effective: July 1, 2009

Introduction

Internal medicine is a discipline encompassing the study and practice of health promotion, disease prevention, diagnosis, care, and treatment of men and women from adolescence to old age, during health and all stages of illness. Intrinsic to the discipline are scientific knowledge, the scientific method of problem solving, evidence-based decision making, a commitment to lifelong learning, and an attitude of caring that is derived from humanistic and professional values.

I. Institutions

I.A. Sponsoring Institution

One sponsoring institution must assume ultimate responsibility for the program, as described in the Institutional Requirements, and this responsibility extends to resident assignments at all participating sites.

The sponsoring institution and the program must ensure that the program director has sufficient protected time and financial support for his or her educational and administrative responsibilities to the program.

I.A.1. The sponsoring institution must:

I.A.1.a) establish the internal medicine residency within a department of internal medicine;

I.A.1.b) designate and support a single program director within the internal medicine administrative unit with the qualifications and appropriate authority defined in Section IIA; and

I.A.1.c) ensure implementation of models and schedules for ambulatory training that minimize conflicting inpatient and outpatient responsibilities.

I.A.2. The sponsoring institution and participating sites must:

I.A.2.a) demonstrate that there is a culture of patient safety and continuous quality improvement in the quality of patient care, patient safety, and education. Systems and expertise must be present at the institutional level to support, nurture, measure, and enhance the quality of patient care and educational programs;

- I.A.2.b) demonstrate a commitment to quality patient-centered care and safety, education, and scholarship sufficient to support the residency program;
- I.A.2.c) ensure resident compensation and benefits, faculty, facilities, and resources for patient centered clinical care, education, and scholarship required for accreditation;
- I.A.2.d) provide at least 50% salary support (at least 20 hours per week) for the program director;
- I.A.2.e) provide associate program directors (APD) based on program size. At a minimum, APDs are required at resident complements of 24 or greater according to the following parameters:

Residents	APDs
24-40	1
41-79	2
80-119	3
120-159	4
>159	5

- I.A.2.f) provide 20 hours per week salary support for each associate program director required to meet these program requirements;
- I.A.2.g) provide support for core faculty based on program size, according to the following faculty to resident ratio:

Residents	Core Faculty
<60	4
60-75	5
76-90	6
91-105	7
106-120	8
121-135	9
136-150	10
151-165	11
166-180	12
>180	13

- I.A.2.h) provide support for program administrator(s) and other support personnel required for operation of the program;
- I.A.2.i) ensure notification of the Review Committee within 30 days of changes as outlined in the Institutional Requirements (III.B.10.a)-k);
- I.A.2.j) provide residents with access to training using simulation;

- I.A.2.k) provide access to an electronic health record. In the absence of an existing electronic health record, institutions must demonstrate institutional commitment to its development, and progress towards its implementation;
- I.A.2.l) not place excessive reliance on residents to meet the service needs of the participating sites;
- I.A.2.m) provide the resources to ensure the implementation of the following:
- I.A.2.m).(1) inpatient support services as specified in the Institutional Requirements;
- I.A.2.m).(2) inpatient and outpatient systems to prevent residents from performing routine clerical functions, such as scheduling tests and appointments, and retrieving records and letters;
- I.A.2.m).(3) residents' service responsibilities must be limited to patients for whom the teaching service has diagnostic and therapeutic responsibility. (N.B.: Teaching Service is defined as those patients for whom internal medicine residents [PGY 1, 2, or 3] routinely provide care);
- I.A.2.m).(4) residents must not be assigned more than two months of night float during any year of training, or more than four months of night float over the three years of residency training. Residents must not be assigned to more than one month of consecutive night float rotation;
- I.A.2.m).(5) for each rotation or major clinical assignment, there should not be so many learners that resident education is compromised;
- I.A.2.m).(6) residents should not be required to relate to an excessive number of physicians of record; and,
- I.A.2.m).(7) residents from other specialties must not supervise internal medicine residents on any internal medicine inpatient rotation.
- I.A.2.m).(8) on inpatient rotations:
- I.A.2.m).(8).(a) a first-year resident must not be assigned more than five new patients per admitting day; an additional two patients may be assigned if they are in-house transfers from the medical services;
- I.A.2.m).(8).(b) a first-year resident must not be assigned more than eight new patients in a 48-hour period;

- I.A.2.m).(8).(c) a first-year resident must not be responsible for the ongoing care of more than 10 patients;
- I.A.2.m).(8).(d) when supervising more than one first-year resident, the supervising resident must not be responsible for the supervision or admission of more than 10 new patients and four transfer patients per admitting day or more than 16 new patients in a 48-hour period;
- I.A.2.m).(8).(e) when supervising one first-year resident, the supervising resident must not be responsible for the ongoing care of more than 14 patients;
- I.A.2.m).(8).(f) when supervising more than one first-year resident, the supervising resident must not be responsible for the ongoing care of more than 20 patients;
- I.A.2.m).(8).(g) residents must write all orders for patients under their care, with appropriate supervision by the attending physician. In those unusual circumstances when an attending physician or subspecialty resident writes an order on a resident's patient, the attending or subspecialty resident must communicate his or her action to the resident in a timely manner;
- I.A.2.m).(8).(h) second- or third-year internal medicine residents or other appropriate supervisory physicians (e.g., subspecialty residents or attendings) with documented experience appropriate to the acuity, complexity, and severity of patient illness must be available at all times on site to supervise first-year residents;
- I.A.2.m).(8).(i) each physician of record has the responsibility to make management rounds on his or her patients and to communicate effectively with the residents participating in the care of these patients at a frequency appropriate to the changing care needs of the patients;
- I.A.2.m).(8).(j) total required transplant rotations in dedicated units should not exceed one month in three years.

I.B. Participating Sites

- I.B.1. There must be a program letter of agreement (PLA) between the program and each participating site providing an assignment. The PLA must be renewed at least every five years.**

The PLA should:

- I.B.1.a)** identify the faculty who will assume both educational and supervisory responsibilities for residents;
 - I.B.1.b)** specify their responsibilities for teaching, supervision, and formal evaluation of residents, as specified later in this document;
 - I.B.1.c)** specify the duration and content of the educational experience; and,
 - I.B.1.d)** state the policies and procedures that will govern resident education during the assignment.
- I.B.2.** The program director must submit any additions or deletions of participating sites routinely providing an educational experience, required for all residents, of one month full time equivalent (FTE) or more through the Accreditation Council for Graduate Medical Education (ACGME) Accreditation Data System (ADS).

II. Program Personnel and Resources

II.A. Program Director

- II.A.1.** There must be a single program director with authority and accountability for the operation of the program. The sponsoring institution's GMEC must approve a change in program director. After approval, the program director must submit this change to the ACGME via the ADS.
- II.A.2.** The program director should continue in his or her position for a length of time adequate to maintain continuity of leadership and program stability.
- II.A.3.** Qualifications of the program director must include:
 - II.A.3.a)** requisite specialty expertise and documented educational and administrative experience acceptable to the Review Committee,
 - II.A.3.a).(1)** which includes at least five years of participation as an active faculty member in an ACGME-accredited internal medicine residency program, and
 - II.A.3.a).(2)** at least three years of graduate medical education administrative experience prior to appointment.
 - II.A.3.b)** current certification in the specialty by the American Board of Internal Medicine, or specialty qualifications that are acceptable to the Review Committee; and,

- II.A.3.b).(1) The Review Committee only accepts current Board certification in internal medicine.
- II.A.3.c) **current medical licensure and appropriate medical staff appointment**
- II.A.4. **The program director must administer and maintain an educational environment conducive to educating the residents in each of the ACGME competency areas. The program director must:**
- II.A.4.a) **oversee and ensure the quality of didactic and clinical education in all sites that participate in the program;**
- II.A.4.b) **approve a local director at each participating site who is accountable for resident education;**
- II.A.4.c) **approve the selection of program faculty as appropriate;**
- II.A.4.d) **evaluate program faculty and approve the continued participation of program faculty based on evaluation;**
- II.A.4.e) **monitor resident supervision at all participating sites;**
- II.A.4.f) **prepare and submit all information required and requested by the ACGME, including but not limited to the program information forms and annual program resident updates to the ADS, and ensure that the information submitted is accurate and complete;**
- II.A.4.g) **provide each resident with documented semiannual evaluation of performance with feedback;**
- II.A.4.h) **ensure compliance with grievance and due process procedures as set forth in the Institutional Requirements and implemented by the sponsoring institution;**
- II.A.4.i) **provide verification of residency education for all residents, including those who leave the program prior to completion;**
- II.A.4.j) **implement policies and procedures consistent with the institutional and program requirements for resident duty hours and the working environment, including moonlighting, and, to that end, must:**
- II.A.4.j).(1) **distribute these policies and procedures to the residents and faculty;**
- II.A.4.j).(2) **monitor resident duty hours, according to sponsoring institutional policies, with a frequency sufficient to ensure compliance with ACGME requirements;**

- II.A.4.j).(3) adjust schedules as necessary to mitigate excessive service demands and/or fatigue; and,**
- II.A.4.j).(4) if applicable, monitor the demands of at-home call and adjust schedules as necessary to mitigate excessive service demands and/or fatigue.**
- II.A.4.k) monitor the need for and ensure the provision of back up support systems when patient care responsibilities are unusually difficult or prolonged;**
- II.A.4.l) comply with the sponsoring institution's written policies and procedures, including those specified in the Institutional Requirements, for selection, evaluation and promotion of residents, disciplinary action, and supervision of residents;**
- 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 Procedures;**
- II.A.4.n) obtain review and approval of the sponsoring institution's GMEC/DIO before submitting to the ACGME information or requests for the following:**
- II.A.4.n).(1) all applications for ACGME accreditation of new programs;**
- II.A.4.n).(2) changes in resident complement;**
- II.A.4.n).(3) major changes in program structure or length of training;**
- II.A.4.n).(4) progress reports requested by the Review Committee;**
- II.A.4.n).(5) responses to all proposed adverse actions;**
- II.A.4.n).(6) requests for increases or any change to resident duty hours;**
- II.A.4.n).(7) voluntary withdrawals of ACGME-accredited programs;**
- II.A.4.n).(8) requests for appeal of an adverse action;**
- II.A.4.n).(9) appeal presentations to a Board of Appeal or the ACGME; and,**
- II.A.4.n).(10) proposals to ACGME for approval of innovative educational approaches.**

- II.A.4.o) obtain DIO review and co-signature on all program information forms, as well as any correspondence or document submitted to the ACGME that addresses:**
- II.A.4.o).(1) program citations, and/or,**
- II.A.4.o).(2) request for changes in the program that would have significant impact, including financial, on the program or institution.**
- II.A.4.p) monitor resident stress, including mental or emotional conditions inhibiting performance or learning, and drug- or alcohol-related dysfunction. Both the program director and faculty should be sensitive to the need for timely provision of confidential counseling and psychological support services to residents. Situations that demand excessive service or that consistently produce undesirable stress on residents must be evaluated and modified;
- II.A.4.q) dedicate no less than 50% (at least 20 hours per week) of his or her professional effort to the administrative and educational activities of the internal medicine educational program and receive institutional support for this time;
- II.A.4.r) be available and accessible to residents at the primary teaching site(s);
- II.A.4.s) ensure that departmental clinical quality improvement programs are integrated into the residency program;
- II.A.4.t) oversee development of an effective resident advising program;
- II.A.4.u) supervise any internal medicine subspecialty training programs sponsored by the institution and linked to their core program to ensure compliance with the ACGME accreditation standards;
- II.A.4.v) have supervisory authority over all educational tracks in the internal medicine residency program;
- II.A.4.w) conduct the internal medicine component of special educational tracks under the auspices of the Department of Internal Medicine;
- II.A.4.x) ensure that the residency does not place excessive reliance on residents for service as opposed to education;
- II.A.4.y) participate in academic societies and in educational programs designed to enhance his or her educational and administrative skills.

II.B. Faculty

II.B.1. At each participating site, there must be a sufficient number of faculty with documented qualifications to instruct and supervise all residents at that location.

The faculty must:

II.B.1.a) devote sufficient time to the educational program to fulfill their supervisory and teaching responsibilities; and to demonstrate a strong interest in the education of residents, and

II.B.1.b) administer and maintain an educational environment conducive to educating residents in each of the ACGME competency areas.

II.B.1.c) provide advising for residents in the areas of educational goal-setting, career planning, patient care, and scholarship, and

II.B.1.d) meet professional standards of behavior.

II.B.2. The physician faculty must have current certification in the specialty by the American Board of Internal Medicine, or possess qualifications judged acceptable to the Review Committee.

II.B.3. The physician faculty must possess current medical licensure and appropriate medical staff appointment.

II.B.4. The nonphysician faculty must have appropriate qualifications in their field and hold appropriate institutional appointments.

II.B.5. The faculty must establish and maintain an environment of inquiry and scholarship with an active research component.

II.B.5.a) The faculty must regularly participate in organized clinical discussions, rounds, journal clubs, and conferences.

II.B.5.b) Some members of the faculty should also demonstrate scholarship by one or more of the following:

II.B.5.b).(1) peer-reviewed funding;

II.B.5.b).(2) publication of original research or review articles in peer reviewed journals, or chapters in textbooks;

II.B.5.b).(3) publication or presentation of case reports or clinical series at local, regional, or national professional and scientific society meetings; or,

II.B.5.b).(4) participation in national committees or educational organizations.

II.B.5.c) Faculty should encourage and support residents in scholarly activities.

II.B.6. Faculty members should participate in faculty development programs designed to enhance the effectiveness of their teaching.

II.C. Other Program Personnel

The institution and the program must jointly ensure the availability of all necessary professional, technical, and clerical personnel for the effective administration of the program.

II.C.1. Associate Program Directors

Associate program directors (APDs) are faculty who assist the program director in the administrative and clinical oversight of the educational program.

II.C.1.a) Qualifications of the associate program directors are as follows:

II.C.1.a).(1) must be clinicians with broad knowledge of, experience with, and commitment to internal medicine as a discipline, patient centered care, and to the generalist training of residents, and .

II.C.1.a).(2) must hold current certification from the American Board of Internal Medicine (ABIM) in either internal medicine or a subspecialty.

II.C.1.b) Responsibilities for associate program directors are as follows:

II.C.1.b).(1) must dedicate an average of at least 20 hours per week to the administrative and educational aspects of the educational program, as delegated by the program director, and receive institutional support for this time;

II.C.1.b).(2) must report directly to the program director; and,

II.C.1.b).(3) must participate in academic societies and in educational programs designed to enhance their educational and administrative skills.

II.C.2. Subspecialty Education Coordinators

In conjunction with division chiefs, the program director must identify a qualified individual, the Subspecialty Education Coordinator, in each of the following subspecialties of internal medicine: cardiology, critical care, endocrinology, hematology, gastroenterology, geriatric medicine,

infectious diseases, nephrology, oncology, pulmonary disease, and rheumatology.

- II.C.2.a) The Subspecialty Education Coordinator must be:
- II.C.2.a).(1) currently certified in the subspecialty by the ABIM, and
- II.C.2.a).(2) accountable to the program director for coordination of the residents' subspecialty educational experiences in order to accomplish the goals and objectives in the subspecialty. (N.B.: Core Faculty may also serve as Subspecialty Education Coordinators.)

II.C.3. Core Faculty

The residency program must include institutionally based core faculty in addition to the program director and associate program directors. The core faculty are the expert competency evaluators who work closely with the program director and associate program directors, who assist in developing and implementing the evaluation system, and who teach and advise residents. The core faculty must:

- II.C.3.a) be ABIM-certified internists who are clinically active, either in direct patient care or in the supervision of patient care;
- II.C.3.b) dedicate an average of at least 15 hours per individual per week throughout the year to residency training;
- II.C.3.c) be specifically trained in the evaluation and assessment of the ACGME competencies;
- II.C.3.d) spend significant time in the evaluation of residents including the direct observation of residents with patients; and,
- II.C.3.e) advise residents with respect to their career and educational goals.

II.D. Resources

The institution and the program must jointly ensure the availability of adequate resources for resident education, as defined in the specialty program requirements.

- II.D.1. The sponsoring institution must provide the broad range of facilities and clinical support services required to provide comprehensive care of adult patients. Residents must have clinical experiences in efficient, effective ambulatory and inpatient care settings.
- II.D.2. Additional services must include those for: cardiac catheterization, bronchoscopy, gastrointestinal endoscopy, noninvasive cardiology studies, pulmonary function studies, hemodialysis, and imaging studies,

including radionuclide, ultrasound, fluoroscopy, angiography, computerized tomography, and magnetic resonance imaging.

- II.D.3. Adequate clinical and teaching space must be available, including meeting rooms, classrooms, examination rooms, computers, visual and other educational aids, and office space for teaching staff.
- II.D.4. When residents are assigned duty in the hospital, the institution must provide them with:
 - II.D.4.a) on-call facilities that are convenient and that afford privacy, safety, and a restful environment with a secure space for their belongings, and
 - II.D.4.b) sleeping rooms, lounge, and food facilities.
- II.D.5. Medical Records
Refer to Institutional Requirements on medical records availability.
- II.D.6. Patient Population
 - II.D.6.a) The patient population must have a variety of clinical problems and stages of disease.
 - II.D.6.b) There must be patients of both sexes, with a broad age range, including geriatric patients.
- II.D.7. There must be services available from other health care professionals such as nurses, social workers, case managers, language interpreters, dieticians, etc. to assist with patient care.
- II.D.8. Consultations from other clinical services must be available in a timely manner in all care settings where the residents work. All consultations should be performed by or under the supervision of a qualified specialist.

II.E. Medical Information Access

Residents must have ready access to specialty-specific and other appropriate reference material in print or electronic format. Electronic medical literature databases with search capabilities should be available.

III. Resident Appointments

III.A. Eligibility Criteria

The program director must comply with the criteria for resident eligibility as specified in the Institutional Requirements.

III.B. Number of Residents

The program director may not appoint more residents than approved by the Review Committee, unless otherwise stated in the specialty-specific requirements. The program's educational resources must be adequate to support the number of residents appointed to the program.

III.B.1. A program must have a minimum of 15 residents enrolled and participating in the training program at all times.

III.C. Resident Transfers

III.C.1. **Before accepting a resident who is transferring from another program, the program director must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident.**

III.C.2. **A program director must provide timely verification of residency education and summative performance evaluations for residents who may leave the program prior to completion.**

III.C.3. A resident who has satisfactorily completed a preliminary training year should not be appointed to additional years as a preliminary resident.

III.D. Appointment of Fellows and Other Learners

The presence of other learners (including, but not limited to, residents from other specialties, subspecialty fellows, PhD students, and nurse practitioners) in the program must not interfere with the appointed residents' education. The program director must report the presence of other learners to the DIO and GMEC in accordance with sponsoring institution guidelines.

IV. Educational Program

IV.A. **The curriculum must contain the following educational components:**

IV.A.1. **Overall educational goals for the program, which the program must distribute to residents and faculty annually;**

IV.A.1.a) An accredited residency program in internal medicine must provide 36 months of supervised graduate medical education.

IV.A.1.b) Residency training is primarily an educational experience in patient-centered care. The educational efforts of faculty and residents should enhance the quality of patient care, and the education of the residents. At least 1/3 of the residency training must occur in the ambulatory setting and at least 1/3 must occur in the inpatient setting. Emergency medicine may count for no more than two weeks toward the required 1/3 ambulatory time.

IV.A.2. Competency-based goals and objectives for each assignment at each educational level, which the program must distribute to residents and faculty annually, in either written or electronic form. These should be reviewed by the resident at the start of each rotation.

- IV.A.2.a) For each rotation or major learning experience, the competency-based goals and objectives (the written curriculum) must contain the educational plan, goals and objectives, educational methods, and the evaluation tools that the program will use to assess the resident's competence.
- IV.A.2.b) The curriculum must ensure that each resident has sufficient clinical exposure to the diagnostic and therapeutic methods of each of the recognized internal medicine subspecialties.
- IV.A.2.c) Educational venues and strategies.
- IV.A.2.c).(1) Faculty with credentials appropriate to the care setting must supervise all clinical experiences. These experiences must include:
- IV.A.2.c).(1).(a) required critical care rotations (e.g., medical or respiratory intensive care units, cardiac care units) which cannot be fewer than three months and more than six months over the 36 months of training;
- IV.A.2.c).(1).(b) exposure to each of the internal medicine subspecialties and neurology;
- IV.A.2.c).(1).(c) an assignment in geriatric medicine;
- IV.A.2.c).(1).(d) opportunities for experience in psychiatry, allergy/immunology, dermatology, medical ophthalmology, office gynecology, otorhinolaryngology, non-operative orthopedics, palliative medicine, sleep medicine, and rehabilitation medicine;
- IV.A.2.c).(1).(e) opportunities to demonstrate competence in the performance of procedures listed by the ABIM as requiring only knowledge and interpretation;
- IV.A.2.c).(1).(f) a clinical experience in outpatient chronic disease management, preventive health, patient counseling, and common acute ambulatory problems. Overall this experience must include an appropriate distribution of patients of both genders and a diversity of ages.

- IV.A.2.c).(1).(g) a longitudinal continuity experience in which residents develop a continuous, long-term therapeutic relationship with a panel of general internal medicine patients;
- IV.A.2.c).(1).(g).(i) Programs must develop models and schedules for ambulatory training that minimize conflicting inpatient and outpatient responsibilities.
- IV.A.2.c).(1).(g).(ii) Each resident's longitudinal continuity experience:
- IV.A.2.c).(1).(g).(ii).(a) must include the resident serving as the primary physician for a panel of patients, with responsibility for chronic disease management, management of acute health problems, and preventive health care for their patients;
- IV.A.2.c).(1).(g).(ii).(b) should not be interrupted by more than a month, not inclusive of vacation;
- IV.A.2.c).(1).(g).(ii).(c) must include a minimum of 130 distinct half-day outpatient sessions, extending at least over a 30-month period, devoted to longitudinal care of the residents' panel of patients;
- IV.A.2.c).(1).(g).(ii).(d) must include evaluation of performance data for each resident's continuity panel of patients relating to both chronic disease management and preventive health care. Residents must receive faculty guidance for developing a data-based action plan and evaluate this plan at least twice a year;
- IV.A.2.c).(1).(g).(ii).(e) must include resident participation in coordination of care across health care settings. Residents should be accessible to participate in the management of their continuity panel of patients between outpatient visits. There must be systems of care to provide coverage of urgent problems when a resident is not readily available;

- IV.A.2.c).(1).(g).(ii).(f) must include supervision by faculty who develop a longitudinal relationship with residents throughout the duration of their continuity experience;
- IV.A.2.c).(1).(g).(ii).(g) must maintain a ratio of residents or other learners to faculty preceptors not to exceed 4:1;
- IV.A.2.c).(1).(g).(ii).(h) must have sufficient supervision and teaching;
- IV.A.2.c).(1).(g).(ii).(h).(i) Faculty must not have other patient care duties while supervising more than two residents or other learners, and
- IV.A.2.c).(1).(g).(ii).(h).(ii) Other faculty responsibilities must not detract from the supervision and teaching of residents.
- IV.A.2.c).(1).(h) Internal medicine residents must be assigned to emergency medicine for at least four weeks of direct experience in blocks of not less than two weeks.
- IV.A.2.c).(1).(h).(i) Internal medicine residents assigned to emergency medicine must have first-contact responsibility for a sufficient number of unselected patients to meet the educational needs of internal medicine residents. Triage by other physicians prior to this contact is unacceptable.
- IV.A.2.c).(1).(i) Total required emergency medicine experience must not exceed two months in three years of training.

IV.A.3. Regularly scheduled didactic sessions;

- IV.A.3.a) The core curriculum must include a didactic program that is based upon the core knowledge content of internal medicine.
- IV.A.3.a).(1) The didactic program may include lectures, web-based content, pod casts, etc. The program must afford each resident an opportunity to review all of the core curriculum topics.

IV.A.3.a).(2) Residents must have the opportunity to participate in morning report, grand rounds, journal club, and morbidity and mortality (or quality improvement) conferences, all of which must involve faculty.

IV.A.3.a).(3) The program must provide opportunities for residents to interact with other residents and faculty in educational sessions at a frequency sufficient for peer-peer and peer-faculty interaction.

IV.A.3.b) Patient based teaching must include direct interaction between resident and attending, bedside teaching, discussion of pathophysiology, and the use of current evidence in diagnostic and therapeutic decisions. The teaching must be:

IV.A.3.b).(1) formally conducted on all inpatient, outpatient and consultative services, and

IV.A.3.b).(2) conducted with a frequency and duration sufficient to ensure a meaningful and continuous teaching relationship between the assigned teaching attending and resident.

IV.A.4. Delineation of resident responsibilities for patient care, progressive responsibility for patient management, and supervision of residents over the continuum of the program; and,

IV.A.4.a) The program must ensure that over the course of the 36 months each resident has increasing responsibility in patient care, leadership, teaching, and administration.

IV.A.5. ACGME Competencies

The program must integrate the following ACGME competencies into the curriculum:

IV.A.5.a) Patient Care

Residents must be able to provide patient care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health. Residents:

IV.A.5.a).(1) are expected to demonstrate the ability to manage patients:

IV.A.5.a).(1).(a) in a variety of roles within a health system with progressive responsibility to include serving as the direct provider, the leader or member of a multi-disciplinary team of providers, a consultant to other physicians, and a teacher to the patient and other physicians;

- IV.A.5.a).(1).(b) in the prevention, counseling, detection, and diagnosis and treatment of gender-specific diseases;
- IV.A.5.a).(1).(c) in a variety of health care settings to include the inpatient ward, the critical care units, the emergency setting and the ambulatory setting;
- IV.A.5.a).(1).(d) across the spectrum of clinical disorders seen in the practice of general internal medicine including the subspecialties of internal medicine and non-internal medicine specialties in both inpatient and ambulatory settings;
- IV.A.5.a).(1).(e) using clinical skills of interviewing and physical examination;
- IV.A.5.a).(1).(f) using the laboratory and imaging techniques appropriately;
- IV.A.5.a).(1).(g) by demonstrating competence in the performance of procedures mandated by the ABIM; and,
- IV.A.5.a).(1).(h) by caring for a sufficient number of undifferentiated acutely and severely ill patients.
- IV.A.5.a).(2) must treat their patient's conditions with practices that are safe, scientifically based, effective, efficient, timely, and cost effective. The program must integrate patient centered care and resident education. On all assignments, residents and faculty interactions must be patient-centered.

IV.A.5.b) Medical Knowledge

Residents must demonstrate knowledge of established and evolving biomedical, clinical, epidemiological and social-behavioral sciences, as well as the application of this knowledge to patient care. Residents:

- IV.A.5.b).(1) are expected to demonstrate a level of expertise in the knowledge of those areas appropriate for an internal medicine specialist, specifically:
 - IV.A.5.b).(1).(a) knowledge of the broad spectrum of clinical disorders seen in the practice of general internal medicine;
 - IV.A.5.b).(1).(b) knowledge of the core content of general internal medicine which includes the internal medicine subspecialties, non-internal medicine specialties,

and relevant non-clinical topics at a level sufficient to practice internal medicine.

- IV.A.5.b).(2) are expected to demonstrate sufficient knowledge to
- IV.A.5.b).(2).(a) Evaluate patients with an undiagnosed and undifferentiated presentation;
- IV.A.5.b).(2).(b) Treat medical conditions commonly managed by internists;
- IV.A.5.b).(2).(c) Provide basic preventive care;
- IV.A.5.b).(2).(d) Interpret basic clinical tests and images;
- IV.A.5.b).(2).(e) Recognize and provide initial management of emergency medical problems;
- IV.A.5.b).(2).(f) Use common pharmacotherapy;
- IV.A.5.b).(2).(g) Appropriately use and perform diagnostic and therapeutic procedures.

IV.A.5.c)

Practice-based Learning and Improvement

Residents must demonstrate the ability to investigate and evaluate their care of patients, to appraise and assimilate scientific evidence, and to continuously improve patient care based on constant self-evaluation and life-long learning. Residents are expected to develop skills and habits to be able to meet the following goals:

- IV.A.5.c).(1) **identify strengths, deficiencies, and limits in one's knowledge and expertise;**
- IV.A.5.c).(2) **set learning and improvement goals;**
- IV.A.5.c).(3) **identify and perform appropriate learning activities;**
- IV.A.5.c).(4) **systematically analyze practice using quality improvement methods, and implement changes with the goal of practice improvement;**
- IV.A.5.c).(5) **incorporate formative evaluation feedback into daily practice;**
- IV.A.5.c).(6) **locate, appraise, and assimilate evidence from scientific studies related to their patients' health problems;**
- IV.A.5.c).(7) **use information technology to optimize learning; and,**

IV.A.5.c).(8) participate in the education of patients, families, students, residents and other health professionals.

IV.A.5.d) Interpersonal and Communication Skills

Residents must demonstrate interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families, and health professionals. Residents are expected to:

IV.A.5.d).(1) communicate effectively with patients, families, and the public, as appropriate, across a broad range of socioeconomic and cultural backgrounds;

IV.A.5.d).(2) communicate effectively with physicians, other health professionals, and health related agencies;

IV.A.5.d).(3) work effectively as a member or leader of a health care team or other professional group;

IV.A.5.d).(4) act in a consultative role to other physicians and health professionals; and,

IV.A.5.d).(5) maintain comprehensive, timely, and legible medical records, if applicable.

IV.A.5.e) Professionalism

Residents must demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles. Residents are expected to demonstrate:

IV.A.5.e).(1) compassion, integrity, and respect for others;

IV.A.5.e).(2) responsiveness to patient needs that supersedes self-interest;

IV.A.5.e).(3) respect for patient privacy and autonomy;

IV.A.5.e).(4) accountability to patients, society and the profession; and,

IV.A.5.e).(5) sensitivity and responsiveness to a diverse patient population, including but not limited to diversity in gender, age, culture, race, religion, disabilities, and sexual orientation.

IV.A.5.f) Systems-based Practice

Residents must demonstrate an awareness of and

responsiveness to the larger context and system of health care, as well as the ability to call effectively on other resources in the system to provide optimal health care. Residents are expected:

- IV.A.5.f).(1) work effectively in various health care delivery settings and systems relevant to their clinical specialty;**
- IV.A.5.f).(2) coordinate patient care within the health care system relevant to their clinical specialty;**
- IV.A.5.f).(3) incorporate considerations of cost awareness and risk-benefit analysis in patient and/or population-based care as appropriate;**
- IV.A.5.f).(4) advocate for quality patient care and optimal patient care systems;**
- IV.A.5.f).(5) work in interprofessional teams to enhance patient safety and improve patient care quality; and,**
- IV.A.5.f).(6) participate in identifying system errors and implementing potential systems solutions.**
- IV.A.5.f).(7) work in teams and effectively transmit necessary clinical information to ensure safe and proper care of patients including the transition of care between settings; and,**
- IV.A.5.f).(8) recognize and function effectively in high-quality care systems.**

IV.B. Residents' Scholarly Activities

- IV.B.1. The curriculum must advance residents' knowledge of the basic principles of research, including how research is conducted, evaluated, explained to patients, and applied to patient care.**
- IV.B.2. Residents should participate in scholarly activity.**
- IV.B.3. The sponsoring institution and program should allocate adequate educational resources to facilitate resident involvement in scholarly activities.**

V. Evaluation

V.A. Resident Evaluation

V.A.1. Formative Evaluation

- V.A.1.a) The faculty must evaluate resident performance in a timely**

manner during each rotation or similar educational assignment, and document this evaluation at completion of the assignment.

V.A.1.a).(1) The faculty must discuss this evaluation with the resident at the completion of the assignment. Resident performance in continuity clinic must be reviewed with them verbally and in writing on at least a semiannual basis.

V.A.1.b) The program must:

V.A.1.b).(1) provide objective assessments of competence in patient care, medical knowledge, practice-based learning and improvement, interpersonal and communication skills, professionalism, and systems-based practice;

V.A.1.b).(1).(a) Patient care:

The program must assess the resident in data gathering, clinical reasoning, patient management and procedures in both the inpatient and outpatient setting. This assessment must involve direct observation of resident-patient encounters.

V.A.1.b).(1).(b) Medical knowledge:

The program must use an objective validated formative assessment method (e.g., in-service training examination, chart stimulated recall). The same formative assessment method must be administered at least twice during the training program.

V.A.1.b).(1).(c) Practice-based learning and improvement:

The program must assess resident performance in:

V.A.1.b).(1).(c).(i) application of evidence to patient care,

V.A.1.b).(1).(c).(ii) practice improvement,

V.A.1.b).(1).(c).(iii) teaching skills involving peers and patients, and

V.A.1.b).(1).(c).(iv) scholarship.

Assessment of practice must include use of performance data.

V.A.1.b).(1).(d) Interpersonal and communication skills:

The program must assess resident performance in the following:

- V.A.1.b).(1).(d).(i) communication with patient and family,
- V.A.1.b).(1).(d).(ii) teamwork,
- V.A.1.b).(1).(d).(iii) communication with peers, including transitions in care, and
- V.A.1.b).(1).(d).(iv) record keeping.

Assessment must include both direct observation and multi-source evaluation (including at least patients, peers and non-physician team members).

V.A.1.b).(1).(e)

Professionalism:

The program must assess the resident in the following:

- V.A.1.b).(1).(e).(i) honesty and integrity,
- V.A.1.b).(1).(e).(ii) ability to meet professional responsibilities,
- V.A.1.b).(1).(e).(iii) ability to maintain appropriate professional relationships with patients and colleagues, and
- V.A.1.b).(1).(e).(iv) commitment to self-improvement.

Assessment must include multi-source evaluation (including at least patients, peers, and non-physician team members).

V.A.1.b).(1).(f)

Systems-based practice:

The program must assess the resident in the following:

- V.A.1.b).(1).(f).(i) care coordination, including transition of care,
- V.A.1.b).(1).(f).(ii) ability to work in interdisciplinary teams,
- V.A.1.b).(1).(f).(iii) advocacy for quality of care, and
- V.A.1.b).(1).(f).(iv) ability to identify system problems and participate in improvement activities.

Assessment must include multi-source evaluation (including at least peers, and non-physician team members).

- V.A.1.b).(2) **use multiple evaluators (e.g., faculty, peers, patients, self, and other professional staff);**
- V.A.1.b).(3) **document progressive resident performance improvement appropriate to educational level; and,**
- V.A.1.b).(4) **provide each resident with documented semiannual evaluation of performance with feedback.**
- V.A.1.c) **The evaluations of resident performance must be accessible for review by the resident, in accordance with institutional policy.**
- V.A.1.d) The record of evaluation must include a logbook or an equivalent method to demonstrate that each resident has achieved competence in the performance of invasive procedures.

V.A.2. Summative Evaluation

The program director must provide a summative evaluation for each resident upon completion of the program. This evaluation must become part of the resident's permanent record maintained by the institution, and must be accessible for review by the resident in accordance with institutional policy. This evaluation must:

- V.A.2.a) **document the resident's performance during the final period of education, and**
- V.A.2.b) **verify that the resident has demonstrated sufficient competence to enter practice without direct supervision.**

V.B. Faculty Evaluation

- V.B.1. **At least annually, the program must evaluate faculty performance as it relates to the educational program.**
- V.B.2. **These evaluations should include a review of the faculty's clinical teaching abilities, commitment to the educational program, clinical knowledge, professionalism, and scholarly activities.**
- V.B.3. **This evaluation must include at least annual written confidential evaluations by the residents.**
- V.B.3.a) In addition, residents must have the opportunity to provide confidential written evaluations of each teaching attending at the end of a rotation, and these evaluations must be reviewed annually with the attending.

- V.C. Program Evaluation and Improvement**
- V.C.1. The program must document formal, systematic evaluation of the curriculum at least annually. The program must monitor and track each of the following areas:**
- V.C.1.a) resident performance,**
- V.C.1.a).(1) including outcome assessment of the educational effectiveness of inpatient and ambulatory teaching.
- V.C.1.b) faculty development;**
- V.C.1.c) graduate performance, including performance of program graduates on the certification examination; and,**
- V.C.1.c).(1) At least 80% of those completing their training in the program for the most recently defined three-year period must have taken the certifying examination.
- V.C.1.c).(2) A program's graduates must achieve a pass rate on the certifying examination of the ABIM of at least 80% for first-time takers of the examination in the most recently defined three-year period.
- V.C.1.d) program quality. Specifically:**
- V.C.1.d).(1) Residents and faculty must have the opportunity to evaluate the program confidentially and in writing at least annually, and**
- V.C.1.d).(2) The program must use the results of residents' assessments of the program together with other program evaluation results to improve the program.**
- V.C.1.e) the ability to retain qualified residents by graduating at least 80% of its entering categorical residents averaged over the most recent three-year period.
- V.C.2. If deficiencies are found, the program should prepare a written plan of action to document initiatives to improve performance in the areas listed in section V.C.1. The action plan should be reviewed and approved by the teaching faculty and documented in meeting minutes.**
- V.C.3. The department should share appropriate inpatient and outpatient faculty performance data with the program director.
- V.C.4. The program must organize representative program personnel, at a minimum to include the program director, representative faculty, and one

resident, to review program goals and objectives, and the effectiveness with which they are achieved.

VI. Resident Duty Hours in the Learning and Working Environment

VI.A. Principles

VI.A.1. The program must be committed to and be responsible for promoting patient safety and resident well-being and to providing a supportive educational environment.

VI.A.2. The learning objectives of the program must not be compromised by excessive reliance on residents to fulfill service obligations.

VI.A.3. Didactic and clinical education must have priority in the allotment of residents' time and energy.

VI.A.4. Duty hour assignments must recognize that faculty and residents collectively have responsibility for the safety and welfare of patients.

VI.B. Supervision of Residents

The program must ensure that qualified faculty provide appropriate supervision of residents in patient care activities.

VI.C. Fatigue

Faculty and residents must be educated to recognize the signs of fatigue and sleep deprivation and must adopt and apply policies to prevent and counteract its potential negative effects on patient care and learning.

VI.D. Duty Hours (the terms in this section are defined in the ACGME Glossary and apply to all programs)

Duty hours are defined as all clinical and academic activities related to the program; i.e., patient care (both inpatient and outpatient), administrative duties relative to patient care, the provision for transfer of patient care, time spent in-house during call activities, and scheduled activities such as conferences. Duty hours do not include reading and preparation time spent away from the duty site.

VI.D.1. Duty hours must be limited to 80 hours per week, averaged over a four-week period, inclusive of all in-house call activities.

VI.D.2. Residents must be provided with one day in seven free from all educational and clinical responsibilities, averaged over a four-week period, inclusive of call.

VI.D.3. Adequate time for rest and personal activities must be provided. This should consist of a 10-hour time period provided between all daily duty periods and after in-house call.

VI.D.4. During emergency medicine assignments, continuous duty must not exceed 12 hours.

VI.E. On-call Activities

VI.E.1. In house call must occur no more frequently than every third night, averaged over a four-week period.

VI.E.1.a) Internal Medicine residency programs are not allowed to average in-house call over a four-week period.

VI.E.2. Continuous on site duty, including in house call, must not exceed 24 consecutive hours. Residents may remain on duty for up to six additional hours to participate in didactic activities, transfer care of patients, conduct outpatient clinics, and maintain continuity of medical and surgical care.

VI.E.3. No new patients may be accepted after 24 hours of continuous duty.

VI.E.4. At-home call (or pager call)

VI.E.4.a) The frequency of at-home call is not subject to the every-third-night, or 24+6 limitation. However at-home call must not be so frequent as to preclude rest and reasonable personal time for each resident.

VI.E.4.b) Residents taking at-home call must be provided with one day in seven completely free from all educational and clinical responsibilities, averaged over a four-week period.

VI.E.4.c) When residents are called into the hospital from home, the hours residents spend in-house are counted toward the 80-hour limit.

VI.F. Moonlighting

VI.F.1. Moonlighting must not interfere with the ability of the resident to achieve the goals and objectives of the educational program.

VI.F.2. Internal moonlighting must be considered part of the 80-hour weekly limit on duty hours.

VI.G. Duty Hours Exceptions

A Review Committee may grant exceptions for up to 10% or a maximum of 88 hours to individual programs based on a sound educational rationale.

VI.G.1. In preparing a request for an exception the program director must follow the duty hour exception policy from the ACGME Manual on Policies and Procedures.

VI.G.2. Prior to submitting the request to the Review Committee, the program director must obtain approval of the institution's GMEC and DIO.

VI.G.2.a) The Review Committee for Internal Medicine will not consider requests for exceptions to the limit to 80 hours per week, averaged monthly.

VII. Experimentation and Innovation

Requests for experimentation or innovative projects that may deviate from the institutional, common and/or specialty specific program requirements must be approved in advance by the Review Committee. In preparing requests, the program director must follow Procedures for Approving Proposals for Experimentation or Innovative Projects located in the ACGME Manual on Policies and Procedures. Once a Review Committee approves a project, the sponsoring institution and program are jointly responsible for the quality of education offered to residents for the duration of such a project.

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