

Roadmap to Graduation

PGY1

PGY1 rotations (and associated competencies/procedures)

- | | |
|---|---|
| <input type="checkbox"/> Emergency Medicine (laceration repair) | <input type="checkbox"/> Internal Medicine (5 patients/day min.) |
| <input type="checkbox"/> Family Medicine Service x2 (EKGs, CXRs, family meeting) | <input type="checkbox"/> Obstetrics (deliveries, cervical checks, fetal monitoring, labor augmentation) |
| <input type="checkbox"/> General Surgery-Marshfield Clinic | <input type="checkbox"/> Ophthalmology (2 weeks) |
| <input type="checkbox"/> Gynecology (10 pap smears) | <input type="checkbox"/> Otolaryngology (2 weeks) |
| <input type="checkbox"/> Hospitalist-Sacred Heart Hospital (EKGs, CXRs, family meeting) (5 patients/day min.) | <input type="checkbox"/> Pediatrics Inpatient Children's Hospital-St Paul (document all visits) |
| <input type="checkbox"/> Human Behavior & Mental Health | <input type="checkbox"/> Pediatrics Inpatient-Mayo (min, 5 patients/day, newborn exams) |

PGY1 competencies and procedures (fill in numbers and when goal is met)

- Laceration repair: ____ of 10
- EKG: ____ of 25; ____ of 10 competency forms
- CXR: ____ of 25
- Family Meeting: ____ of 1
- Pap smears: ____ of 10; ____ of 10 competency forms
- Deliveries: ____ of 30; ____ of 20 vaginal deliveries; ____ of 3 continuity deliveries
- Fetal monitoring: ____ of 30
- Cervical checks: ____ of 30
- Labor Augmentation: ____ of 2
- Newborn exams: ____ of 40
- Co-counseling: minimum 2 for PGY1
- Video reviews: minimum 4 for PGY1
- Patient visits: ____ (must be > 150) of 1650 3-yr. minimum

DO Residents:

- Attend 3-4 DO meetings as schedule allows
- Complete min. 10 OMT

Orientation – June prior to start of residency

- Attend all orientation sessions and welcome picnic and RSVP to graduation invitation*
- Complete orientation checklist and submit paperwork to Program Office (Jennifer)*
- Meet with your advisor (will be scheduled for you at least 5 times in the first 6 months of residency)*
- Obtain ACLS and NRP certificates*
- Complete paperwork for benefits*
- Read curriculum for 1st rotation*
- Make vacation requests*

PGY1

July

- Complete Mayo transcription training prior to first Mayo rotation (may not be in July)*
- Complete Ferning/pH competency for SHH*
- Plan to attend one OB mock code during first 6 months – check dates on NI schedule*
- Plan to attend three Clinic Operations meetings this program year – 4th Tuesday each month*
- Complete New Innovations monthly tasks: Log Duty Hours, Log Procedures, Complete Evaluations, read curriculum for next rotation and contact preceptor’s office - make a monthly reminder for yourself*
- Plan to participate in one Community Medicine event (Big Rig Truck Show comes first in August)*

August

- Complete “Getting to Know the Clinic” checklist*
- Complete self-evaluation for semi-annual review*
- Attend resident/faculty retreat (may be in September or October)*
- Complete online Reach Out and Read training module*

September

- Meet with advisor for semi-annual review.*
- Start an ABFM Self-Assessment Activity, if you haven’t started one yet (you must earn 15 points PGY1)*
- Arrange for best time to take USMLE and/or COMLEX Step 3 (see Program Office staff for best dates). Schedule Step 3 and request reimbursement.*

October

- Complete “open enrollment” paperwork for health insurance (if needed).*
- Complete ABFM In Training Exam (and ABOFP In Service Exam if DO)*
- Participate in recruitment lunches and dinners as requested (through January)*

November

- Start longitudinal requirement for Radiology curriculum (rotation in PGY3, but has a 1st year online learning component to be completed in PGY1). Must be completed by February 1st.

December

- Complete 360° evaluation of all staff
- Complete Department of Family Medicine and Community Health resident survey

January

- Complete ACGME online resident survey when requested (sometime between January and May)
- If you have not logged a Community Medicine event, talk to Program Office staff about upcoming events
- Plan to attend one OB mock code during next 6 months – check dates on NI schedule – if no mock codes attended previous 6 months, plan to attend 2 before July.
- Need more Clinic Operations meetings this program year? 3/yr. required. Held 4th Tue. each month.

February

- Turn in proof of completion for all PGY1 Radiology modules – due February 1st.
- Complete self-evaluation for semi-annual review
- Complete annual evaluation of faculty members
- Complete paperwork for license

March

- Meet with advisor for semi-annual review. Discuss if you want to be scheduled with continuity OB patients in clinic during PGY2 and PGY3
- Decide on PGY2 elective and notify Program Office of choices (Note: away rotations need to be approved 6 months in advance of rotation start date – discuss with your advisor)
- Submit scheduling requests for the next program year to the Program Office (vacation and CME)

April

- In April or May, accompany senior resident to Nursing Home to learn protocol and meet patients

May

- Start thinking about upcoming QI project, choose a topic if possible

June

- Attend ALSO course (will be scheduled and arranged by Program Office)
- Attend session for transition to 2nd year/supervision of interns/nursing home/clinic call
- Set goals for PGY2
- Attend welcome picnic for incoming residents

Roadmap to Graduation

PGY2

PGY2 rotations (and associated competencies/procedures)

- | | |
|---|---|
| <input type="checkbox"/> Cardiology | <input type="checkbox"/> Mgmt of Health Systems (2 wks) |
| <input type="checkbox"/> Community Medicine (2 wks) | <input type="checkbox"/> Obstetrics (deliveries, cervical checks, fetal monitoring, labor augmentation) |
| <input type="checkbox"/> Dermatology (biopsies) | <input type="checkbox"/> Orthopedics (joint injection) (cast application) |
| <input type="checkbox"/> Emergency Medicine (laceration repair) | <input type="checkbox"/> Sports Medicine – 2 wks (joint injection) (cast application)(team coverage) |
| <input type="checkbox"/> Elective | <input type="checkbox"/> Peds -Outpatient |
| <input type="checkbox"/> Family Medicine Service x2 (EKGs, CXRs, family meeting) | <input type="checkbox"/> Rheum -2 wks (joint injection) |
| <input type="checkbox"/> Hospitalist –Mayo (EKGs, CXRs, family meeting)(5 patients/day min.) | |

PGY2 competencies and procedures (fill in numbers and when goal is met)

- Biopsy: Excision ____ of 3
- Biopsy: Punch ____ of 1
- Biopsy: Shave ____ of 2; ____ of 2 competency forms
- Laceration repair: ____ of 10
- EKG: ____ of 25; ____ of 10 competency forms
- CXR: ____ of 25
- Family Meeting: ____ of 1
- Pap smears: ____ of 10; ____ of 10 competency forms
- Deliveries: ____ of 30; ____ of 20 vaginal deliveries; ____ of 3 continuity deliveries
- Fetal monitoring: ____ of 30
- Cervical check: ____ of 30
- Labor Augmentation: ____ of 2
- Joint Injection: ____ of 6; ____ of 2 competency forms
- Team or event coverage: ____ of 1
- Lesion Removal, Cryo: ____ of 2; ____ of 2 competency forms
- Co-counseling: minimum 1 for PGY2
- Video reviews: minimum 3 for PGY2
- Home visits: ____ of 2
- Patient visits: ____ (should be > 850 including PGY1 visits) of 1650 3-yr. minimum

DO Residents:

- Attend 3-4 DO meetings as schedule allows*
- Complete min. 15 OMT*

PGY2

July

- Plan to attend one OB mock code during next 6 months, more if you are behind – check dates on NI schedule.*
- Plan to attend Clinic Operations meetings this program year. 3/yr. required Held 4th Tue. each month*
- Plan to participate in one Community Medicine event (Big Rig Truck Show comes first in August)*
- Meet with QI manager re: your QI project requirements and due dates. Choose project by the end of the month.*

August

- Complete self-evaluation for semi-annual review*
- Attend resident/faculty retreat (may be in September)*
- Start 2nd ABFM Self-Assessment Activity if you haven't started yet. You must earn 15 points during PGY2. Note: Community Medicine curriculum requires completion of Preventive Care KSA during PGY2.*

September

- Meet with advisor for semi-annual review*

October

- Complete "open enrollment" paperwork for health insurance (if needed)*
- Complete ABFM In Training Exam (and ABOFP In Service Exam if DO)*
- Participate in recruitment lunches and dinners as requested (through January)*
- Plan to participate in sports team event coverage, report date and appx. time commitment to Program Office Staff*

November

December

- Complete 360° evaluation of all staff*
- Complete Department of Family Medicine and Community Health resident survey*

January

- Complete ACGME online resident survey when requested (sometime between January and May)
- Complete self-evaluation for semi-annual review
- Plan to attend one OB mock code during next 6 months, more if you are behind – check dates on NI schedule.
- If you have not logged a Community Medicine event, talk to Program Office staff about upcoming events

February

- Meet with advisor for semi-annual review
- Complete annual evaluation of faculty members

March

- Decide on PGY3 electives and notify Program Office of choice. Note that any away electives must be presented to the Education Committee and approved six months in advance of the rotation.
- Submit scheduling requests for the next program year to the Program Office (vacation and CME)

April

- At April or May Education Committee Meeting, report on your QI project. Use provided PPT template.
- Start planning for QI project to start in July

May

- Complete ACLS recertification
- Complete NRP recertification

June

- Complete lab culture training
- Complete self-evaluation for semi-annual review
- Set goals for PGY3
- Attend welcome picnic for incoming residents
- With classmates, choose date and venue for graduation celebration at end of PGY3 year (see Program Office staff for best dates and places)

Roadmap to Graduation

PGY3

PGY3 rotations (and associated competencies/procedures)s

- | | |
|---|--|
| <input type="checkbox"/> CCU (15 patient visits min) | <input type="checkbox"/> Neurology |
| <input type="checkbox"/> Electives – 2.5 | <input type="checkbox"/> Pediatric ER – 2 wks (75 patients min.) |
| <input type="checkbox"/> FMS | <input type="checkbox"/> Peds Outpatient SHH |
| <input type="checkbox"/> General Surgery | <input type="checkbox"/> Pulmonology (spirometry) |
| <input type="checkbox"/> Hospitalist Mayo (5 patients/day min) | <input type="checkbox"/> Radiology |
| <input type="checkbox"/> Obstetrics (deliveries, cervical checks, fetal monitoring, labor augmentation) | <input type="checkbox"/> Urology |

PGY3 competencies / procedures / requirements (fill in numbers and when goal is met)

- CCU patient visits (minimum 15)
- Pediatric ER patient visits (minimum 75)
- Spirometry (minimum 3)
- Biopsy: Excision ____ of 3
- Biopsy: Punch ____ of 1
- Biopsy: Shave ____ of 2; ____ of 2 competency forms
- Laceration repair: ____ of 10
- EKG: ____ of 25; ____ of 10 competency forms
- CXR: ____ of 25
- Family Meeting: ____ of 1
- Pap smears: ____ of 10; ____ of 10 competency forms
- Deliveries: ____ of 30; ____ of 20 vaginal deliveries; ____ of 3 continuity deliveries
- Fetal monitoring: ____ of 30
- Cervical check: ____ of 30
- Labor Augmentation: ____ of 2
- Joint Injection: ____ of 6; ____ of 2 competency forms
- Lesion Removal, Cryo: ____ of 2; ____ of 2 competency forms
- Co-counseling: minimum 1 for PGY3
- Video reviews: minimum 2 for PGY3
- Home visits: minimum 2 total
- Patient visits: minimum 1650 total

DO Residents:

- Attend 3-4 DO meetings as schedule allows (including national conference)*
- Complete min. 25 OMT*
- Take AOBFP Boards*

PGY3

July

- Meet with advisor for semi-annual review*
- Start ABMF Performance in Practice module, if not yet started. Must be completed by first week of Dec.*
- Plan to attend one OB mock code during next 6 months, more if you are behind (6 required)*
- Plan to attend 3 Clinic Ops meeting during the year. If you have attended fewer than 6 at this point, meet with Program Office staff to request that you are scheduled in clinic on Clinic Ops days. (9 required)*
- Plan to participate in one Community Medicine event (Big Rig Truck Show comes first in August)*

August

- Attend resident/faculty retreat (may be in September)*

September

October

- Complete "open enrollment" paperwork for health insurance (if needed).*
- Complete ABFM In Training Exam (and ABOFP In Service Exam if DO)*
- Participate in recruitment lunches and dinners as requested (through January)*

November

December

- Complete self-evaluation for semi-annual review*
- Complete 360° evaluation of all staff*
- Complete Department of Family Medicine and Community Health resident survey*
- Schedule ABFM board exam.*

January

- Complete ACGME online resident survey when requested (sometime between January and May)*
- Meet with advisor for semi-annual review*
- Plan to attend remaining required OB mock codes during next 6 months – check dates on NI schedule*
- If you have not logged a Community Medicine event, talk to Program Office staff about upcoming events*

February

- By end of month, complete all longitudinal assignments for Community Medicine rotation*
- Make sure you are on track to complete all procedures, patient visits and competencies. Discuss with advisor.*
- Complete annual evaluation of faculty members*

March

- Assist with planning for graduation celebration – provide guest list and addresses to Program Office*

April

- Take ABFM Board Exam*

DO only:

- Attend national conference*
- Take AOBFP Board Exam*

May

- Meet with education coordinator to review graduation requirements*

June

- Attend welcome picnic for incoming residents*
- Attend Graduation (prepare a few words)*
- Complete checklist for program completion*
- Exit interview*

June + 1 year

- Complete department graduate survey*

June +5 years

- Complete department graduate survey*

Roadmap to Graduation

The Big Picture

ACGME

The Accreditation Council for Graduate Medical Education is responsible for the accreditation of approximately 700 institutions that sponsor approximately 9,600 residency and fellowship programs in the United States. Accreditation is achieved through a voluntary process of evaluation and review based on published accreditation standards. ACGME accreditation provides assurance that a Sponsoring Institution or program meets the quality standards (Institutional and Program Requirements) of the specialty or subspecialty practice(s) for which it prepares its graduates. The ACGME Program Requirements for Family Medicine make up most of the graduation requirements and can be accessed online at: <http://www.acgme.org/Specialties/Program-Requirements-and-FAQs-and-Applications/pfcetid/8/Family%20Medicine> .

ABFM

The American Board of Family Medicine (ABFM) is the second largest medical specialty board in the United States. Founded in 1969, it is a voluntary, not-for-profit, private organization whose purposes include: Improving the quality of medical care available to the public, establishing and maintaining standards of excellence in the specialty of Family Medicine, improving the standards of medical education for training in Family Medicine, determining by evaluation the fitness of specialists in Family Medicine who apply for and hold certificates. The ABFM requires residents to take In Training Exams during each year of residency, and to complete assessment modules. The program requires that residents complete the Board exam prior to graduation.

UW DFMCH

The Department of Family Medicine and Community Health is the sponsoring institution for the UW Health Eau Claire Family Medicine Residency Program. Resident contracts are with the UW DFMCH, and salaries are paid by UW Madison. The Department outlines policies and expectations in the Resident Employment Information manual that is reprinted and distributed annually. This information and additional policies are posted on the Inside DFM website

UW Health Eau Claire Family Medicine

In addition to the requirements of the ACGME, the ABFM, and the UW DFMCH, ECFM provides details about how requirements are to be fulfilled at this residency program, and provides a comprehensive list of graduation requirements that must be met. Some of the requirements must be completed during specific rotations, and other requirements are to be completed longitudinally.

Academic Promotion Requirements

PGY1, PGY2 and PGY3:

- *Passed all rotations*
- *Recommendation of faculty*
- *Demonstrated ability to teach, supervise and perform call requirements*
- *Passing ITE score*
- *Up-to-date duty hours, evaluations, and logging in New Innovations*
- *Medical record completion*