Program Director Education Meeting

November 14, 2019
Agenda

- GME Personnel Updates
- PD Retreat
- Parking
- Meal Voucher for Holidays
- New Hire Form
- GME House Staff Survey
- Milestone Reporting & CCC
- TOC Evaluations
- Self-Study Site Visits
GME Personnel Updates

- Jie Li, PHD – Senior Program Manager/Educational Specialist
- Trey Huynh-Ngo, MBA – Program Manager/Educational Specialist
  - Pathology
  - Psychiatry
  - OBGYN
  - Otolaryngology
  - Neurology
  - Neurosurgery
  - CT Surgery
PD Retreat

- Jan 27, 2020 8am-12pm Assembly Hall @ 500P
- Theme: Learning Diversity
Parking

- Residents/Fellows will continue to be able to purchase “A” and “C” permits
- Stockfarm will have 1,200 “C” parking spots
- On call residents/fellows with urgent clinical needs (<30 mins) may use valet parking at 500P & 300P Emergency room
- HD On-Demand (after hour) Shuttle available from 9pm-4am
  - P#: 650.498.4400

![Shuttle Route Image]
Self-Study Site Visits – Lessons Learned

- Psychiatry & Ophthalmology and all the subs

- Lessons learned:
  - Document… Document… Document
  - ACGME Survey is the KEY!
  - Use ADS and APE to properly address the weaknesses (low scores in ACGME surveys)
Review Your Survey!

*Deficiencies: (1) <100% resident survey - duty hour items, (2) <80% resident survey - non-duty hour items, (3) <86% faculty survey
GME House Staff Survey

- Sent out on Oct 24th
- Will be closed on Dec 1st
- To all housestaff
- Anonymous and confidential

Please encourage your trainees to take the survey
Milestone & CCC

- Report milestone evaluation to ACGME

- Prepare for CCC meeting (Clinical Competency Committee)
  - Evaluations
  - Case log numbers

- Would you like a GME personnel to observe your CCC meeting?
<table>
<thead>
<tr>
<th>Milestone &amp; CCC (Cont’d)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>November</strong></td>
</tr>
<tr>
<td>‣ Send out Milestone-based evaluations of residents/fellows to attending physicians</td>
</tr>
<tr>
<td>‣ Prepare for CCC</td>
</tr>
<tr>
<td><strong>December</strong></td>
</tr>
<tr>
<td>‣ Submit Milestone reports to ACGME</td>
</tr>
<tr>
<td>‣ Conduct CCC, review evaluations and case log numbers, and finalize MedHub’s Milestone Management section</td>
</tr>
<tr>
<td>‣ Semi-Annual evaluations</td>
</tr>
</tbody>
</table>

Visit Timeline for more information
Transition-of-Care (TOC) Evaluation

- Training on TOC is available in MedHub:
  - Evaluation form is available to copy from GME Office in MedHub

- Must complete at least once per year
Questions?