Semi-Annual Review

- **ACGME Common Program Requirements**
  ([www.acgme.org](http://www.acgme.org))

- **ACGME Accreditation Data System**
  ([www.acgme.org/ads](http://www.acgme.org/ads))

Some of following items required only annually — but I do all semi-annually
Semi-Annual Reviews

- Faculty evaluation
- Program evaluation
- Fellow evaluation
Semi-annual *Faculty* Evaluation

- **Confidential written evaluation by fellows (ACGME)**
- Two questionnaires re: faculty
  - Teaching abilities, commitment to educational program, clinical knowledge, professionalism, scholarly activities
- Fellows meet with entire faculty + PD alone
SECTION OF VASCULAR SURGERY
FACULTY EVALUATION BY FELLOW

Dates: July 1 – Dec 31, _______ (year)     Jan 1 – June 30, _______ (year)

Attending: (name): _____________

Grading System:  0 = unable to evaluate, 1 = poor, 2 = less than average, 3 = average,
4 = above average, 5 = outstanding

- Operating Room/Endovascular Suite
  _______ Teaching – judgement
  _______ Teaching – technique
  _______ Fellow experience doing cases/decision making
  _______ Working relationship with attending
  _______ Overall benefit

- Conferences
  _______ Attendance
  _______ Participation
  _______ Teaching
  _______ Overall benefit

- Overall contribution to fellow education
  Poor 0 - - - - - - - 5 - - - - - - -10 excellent

- Comments: ____________________
Semi-Annual *Program* Evaluation
(Program Evaluation Committee - PEC)

- ≥ 2 faculty
- ≥ 1 fellow
- Develop educational activities *(Annual Symposium)*
- Revise competency-based curriculum *(Endo Lecture series)*
- Address areas of non-compliance with ACGME *(fellows poor-pass rate for boards: VESAP questions, practice oral exam)*
- Review evaluations by fellows and faculty re: program
- *Written* program evaluation and action plan
Semi-Annual *Fellow* Evaluation

- Practice qualifying (oral) exam
- Gather “360 degree” (multiple) evaluations
- Clinical Competency Committee (CCC)
- Milestones
- Entire faculty meets with individual fellow
- *Written* fellow evaluation (six core competencies)
- Program director meets with individual fellow
- Update ACGME web-based evaluation form
Semi-Annual Practice Qualifying (Oral) Exam

- Two faculty members - pre-determined questions
- Program director observes
- 2nd year fellow participates
- 1st year fellow observes
- Attempt to make as real life as possible
- Computer based images (CT-A, arteriogram)
- Faculty provides immediate feedback
- Useful for both the fellow and the faculty
Multiple (360 Degree) Evaluations

Brief Questionnaire re: each fellow

- Floor nurses (3)
- OR nurses (3)
- Nurse practitioner (1)
- NIVL technologists (3)
- Patients (3)
- Other fellow (1)
- Medical students (3)
- Faculty (2 extensive questionnaires)
## NURSING EVALUATION
### OF VASCULAR SURGERY FELLOW

| Vascular Fellow Evaluated: |  _______ |
| Nurse (print name-optional): |  _______ |
| Date: |  _______ |

| Availability | Improvement needed | Meets expectations | Exceeds expectations |
| Communication |  _______ |  _______ |  _______ |
| Respect for patients |  _______ |  _______ |  _______ |
| Recognized value of multidisciplinary approach to pts: |  _______ |  _______ |  _______ |

Comments: ______________________________________

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Semi-Annual Clinical Competency Committee (CCC)

- Minimum of 3 faculty members
- PD can be member of committee
- Other health care providers (Nurse Practitioner)

- Review 360 degree fellow evaluations
- Participate in Milestone evaluations
- Advise PD re: fellow progress
Milestones

A Joint Initiative of The Accreditation Council for Graduate Medical Education (ACGME) and The American Board of Surgery (ABS)  
July 2015
The Vascular Surgery Milestone Project

Assess development of the vascular fellow in key dimensions of the elements of the six competencies.

Levels – track from novice (1) to expert (5)

Levels - do NOT correspond to post-graduate year

Fellows may start at higher level for many milestones due to experience in GS program.
Milestones
6 competencies (31 sub-sections)

- Patient care (8 sub-sections in Milestones)
- Medical knowledge (12)
- System-based practice (3)
- Practice-based learning and improvement (3)
- Professionalism (3)
- Interpersonal and communication skills (2)
Milestones
5 levels for each sub-competency

Level 1: Demonstrates milestones expected of an incoming resident.
Level 2: Demonstrates additional milestones; not yet performing at a mid-residency level.
Level 3: Continues to advance and demonstrate additional milestones, consistently including the majority of milestones targeted for residency.
Level 4: Has advanced and substantially demonstrates the milestones targeted for residency. This level is designed as the graduation target.
Level 5: Has advanced beyond performance targets set for residency and describes someone who has been in practice for several years. It is expected that only a few exceptional residents will reach this level.
Semi-annually
CCC meets with each fellow

- Review oral exam, 360 degree evaluations, Milestones
- Feedback regarding 6 core competencies
  1) Patient care
  2) Medical knowledge (including VSITE)
  3) System-based practice
  4) Practice-based learning and improvement
  5) Professionalism
  6) Interpersonal and communication skills
Written evaluation of fellows
“Summative Evaluation – Year End”

- Must be permanent record for hospital
- Must be accessible for review by fellow
- Include six competencies
- Must include particular wording – Verify that fellow “has demonstrated sufficient competence to enter practice without direct supervision”
Program director alone meets with each fellow

- More personal evaluation for the fellow
- Fellows appreciate one-on-one feedback

*Leave all evaluations and written summary on fellow’s desk to read*
Update ACGME web-based evaluations

- Do it carefully – easy to miss stuff
- Citations possible
ADS (Accreditation Data System)

Update the following...

- Duty Hour and Learning Environment section
- Responses for all current Citations
- Major Changes section
- Overall Evaluation Methods section
- PD certification information
- Current block diagram
- Resident information
- Scholarly activity for each resident
- Profile information and CV for all faculty
- Scholarly activity for physician faculty
Semi-Annual Reviews: Summary

- Faculty evaluation
  2 written faculty evaluations, fellow meets with faculty and PD alone

- Program evaluation
  Program Evaluation Committee (PEC): develop educational activities, revise competency-based curriculum, address non-compliance with ACGME, review evaluations by fellows and faculty, written program evaluation and action plan

- Fellow evaluation
  Practice qualifying (oral) exam
  Clinical Competency Committee (CCC): gather "360 degree" (multiple) evaluations, Milestones, meets with individual fellow, written fellow evaluation
  Program director meets with individual fellow
  Update ACGME web-based evaluation form