

DEPARTMENT OF ANESTHESIOLOGY



Standard Operating Procedure Title: Evaluation of Resident Competence and Promotion

Policy Number: A

Date Established:

Date Reviewed:

Date Revised: 9/25/03; 3/7/06; 2/24/2013

Evaluation

In accordance with the requirements of the Accreditation Council on Graduate Medical Education, the American Board of Anesthesiology (ABA), and the policies and procedures of Vanderbilt University School of Medicine, the faculty of the Department of Anesthesiology regularly evaluate residents' medical knowledge, clinical competence, technical skills, and professional development. This evaluation process ensures that attending faculty members provide effective instruction, supervision and evaluation of house staff engaged in the clinical management of patients. Furthermore, the multi-modal process documents progress in medical knowledge, clinical competence and professional development, as required for advancement in clinical assignments, promotion, completion of residency requirements, and qualification for the certification process of the American Board of Anesthesiology. The specific elements of the comprehensive evaluation process are defined by the Residency Program in accordance with Anesthesiology Residency Program Requirements published by the Anesthesiology Residency Review Committee of the ACGME.

The Program Directors and the Clinical Competence Committee (CCC) utilize evaluation data collected by the program to assess residents' progress in clinical competence. This process provides feedback for focused improvement, summative evaluation of residents' progress, and, when indicated, recommendations for corrective actions to address substantial deficiencies. In addition, this assessment process provides the basis for Clinical Competence Evaluations submitted semi-annually (in January and July) to the ABA by the Program Director and Chair of the CCC. An unsatisfactory ABA Clinical Competence Evaluation results in temporary loss of credit for the six-month training period and is normally accompanied by a recommendation for a formal corrective action. Credit for the six-month period will be restored retroactively by the ABA if the report for the next six-month period is satisfactory. To qualify for the ABA certification process, the ABA requires a satisfactory report for the final training period, achieving a total of 36 months of satisfactory training.

Unsatisfactory clinical performance or progress, as well as personal or professional misconduct, shall be addressed by the Program Director(s) through informal counseling, remedial education and/or corrective action. With the advice and counsel of the Associate Dean of Graduate Medical Education, the Program Director or Chair of the Department shall impose formal corrective actions (see Policy on Warning, Probation and Dismissal) and oversee remediation efforts. These processes are outlined in the VUMC House Staff Manual.

Promotion

Appointments are made for a one-year term, with renewal of the appointment based on satisfactory performance by the house officer and the availability of a position. Terms and conditions of the appointment are specified in the yearly contracts and are further described in this *House Staff Manual*. Non-renewal of a house officer's contract or non-promotion of a house officer to the next level of training may be appropriate for a number of reasons, including but not limited to, insufficient medical knowledge, incompetence in patient care, lack of professionalism, inability to effectively use resources, poor interpersonal and communication skills, and inability to participate in practice-based learning. Ordinarily, written notice of non-renewal of a house officer's contract or non-promotion of a house officer to the next

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level of training shall be given no later than four months prior to the end of the house officer's current contract. (See *House Staff Manual* and departmental policies on corrective actions.)