

## Departmental Resident and Fellow Preparation Plan

*For participation in undergraduate medical education through  
the Paul L. Foster School of Medicine*

Department: Neurology Date proposed: 11/4/2016

Date Curriculum and Educational Policy Committee approved: 4/10/2017

	Description	Timing/cycle	Monitoring <sup>^</sup>
<b>Process for verified distribution to all current residents and fellows of the following:</b> <ul style="list-style-type: none"> <li>• EPGOs*</li> <li>• <u>Clerkship syllabus</u> (Year 3, EM, or Neurology)</li> <li>• Selective syllabi (Critical care and/or Sub-Internship)</li> </ul>	1. Neurology Clerkship Syllabus	Add Syllabus and EPGO to residency handbook at the beginning of each academic year.	Residency coordinator
	2. EPGO		
	3. PowerPoint lecture presented to residents concerning the clerkship objectives.	PowerPoint presented during resident orientation day	Sign-in sheet during the orientation.
<b>Required activities for participation in UME elements (clerkships and selectives) sponsored by the department.</b> <ul style="list-style-type: none"> <li>• Specify who is required to participate (i.e., what group or subset of residents and fellows)</li> <li>• List each activity in a separate row below. Add rows as necessary.</li> </ul>			
Activity	Description	Timing/cycle	Monitoring <sup>^</sup>
Proper treatment of Medical Students lecture	Video series and interactive discussion given by clerkship director and prepared by Dr Horn	Yearly (in July, during resident orientation).	sign in sheet monitored by residency coordinator
<b>Other <u>ROUTINE AND SYSTEMATIC</u> processes for disseminating clerkship session or activity-related learning objectives, instructions, and expectations:</b> <ul style="list-style-type: none"> <li>• List each process in a separate row below. Add rows as necessary.</li> </ul>			
Process	Description	Timing, trigger, or cycle	Monitoring <sup>^</sup>
Email		As needed	None
<b>Any <u>OPTIONAL OR SUPPLEMENTAL</u> activities or resources provided to residents by the department to enhance their knowledge and abilities for participation in UME (specifying when and how often they occur, and who is eligible):</b> <ul style="list-style-type: none"> <li>• Specify who is eligible (i.e., what type or subset of residents and fellows)</li> <li>• List each process in a separate row below. Add rows as necessary.</li> </ul>			
Activity or resource	Description	Timing, trigger, or cycle	Monitoring

A-Resident as Teacher (course provided by GME)		At hire, per GME office	Per GME office
B- Monthly presentation	Monthly presentations prepared by resident (presented to faculty) to improve their presentation and analytical skills.	Monthly	Students provide feedback on resident teaching skills and quality at the end of year clerkship evaluation.
<p>*EPGOs: PLFSOM <u>E</u>ducation <u>P</u>rogram <u>G</u>oals and <u>O</u>bjectives (updated version published and distributed annually – also publically available through the PLFSOM online academic catalog)  ^Fulfillment of required activities and processes must be monitored. <u>In addition</u>, alternative means of fulfillment of required activities and processes should be identified as relevant/necessary. Utilization of optional activities or resources should be monitored when possible.</p>			

Addendum:

Formal teaching assigned to residents for which residents receive feedback and/or assessment of their teaching:

Activity	Description	Timing/cycle	Monitoring^
Teaching rounds	Supervision of students by resident on history-taking/Neurological examination skills, imaging, formulation of diagnosis and Treatment plan.	Rounds (continually)	Residents are supervised by director/Faculty on inpatient service until competency is achieved for independent teaching skill.