



Department of Pathology

QUARTERLY AND SEMIANNUAL EVALUATIONS

Quarterly and semiannual evaluations of resident performance are conducted by the Clinical Competence Committee (CCC). CCC appointments are approved by the Department Chair. The CCC evaluates each resident with regard to the six ACGME core competencies (see “Educational Goals” section of manual).

EVALUATION PROCEDURE

The CCC convenes quarterly to review the performance and progress of each resident.

The CCC reviews the following quarterly data for each resident:

- Formative rotation evaluations
- Self evaluation
- Peer and 360 evaluations (semiannual)
- RISE trending scores, if available
- Adherence to critical deadlines
- Attendance at mandatory teaching conferences
- Any other pertinent information regarding the resident’s performance submitted for review to the CCC

Using the available data stated above, personal knowledge and observation and information collected from members of the faculty, CCC members will discuss each resident in detail.

After discussion, the CCC recommends “satisfactory” or “unsatisfactory” progress of the resident’s performance the time period reviewed to the Residency Program Director and the Department Chair.

- For overall “unsatisfactory” progress, the resident will be placed on probation and the CCC will recommend remedial measures that will potentially benefit the resident.
- For overall “satisfactory” progress with areas of deficiency, the resident may be placed on probation and the CCC will recommend remedial measures that will potentially benefit the resident.

An “unsatisfactory” recommendation in two six-month periods for PGY2-4 residents or two quarterly periods for PGY1 residents (not necessarily consecutive periods) may lead to the resident not being promoted to the next PGY level, non-renewal of contract at the end of the academic year or dismissal from the training program.

The Program Director and / or the Department Chair will meet with each resident individually to review the CCC’s quarterly or semiannual evaluation of his or her progress and any recommendations.



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The CCC may meet earlier than the scheduled quarterly or semiannual meeting to discuss significant resident issues or immediate concerns.

FORMATIVE RESIDENT EVALUATION

Faculty must evaluate and document resident performance in a timely manner at the end of each rotation.

RESIDENT IN-SERVICE EXAMINATION:

All residents are required to take the ASCP resident in-service examination (RISE). The examination is administered annually in March. The rules and regulations for the examination are governed by the ASCP. (<http://www.ascp.org/Residents/RISE#tabs-0>)

RESIDENT MONTHLY EVALUATIONS/COMPETENCY ASSESSMENT

During each rotation, departmental faculty will monitor the progress of the resident according to the rotation goals and objectives and the six competency-based parameters listed on the evaluation form. The evaluation form is completed at the end of the rotation by the section head of each area training the residents. The resident will have an opportunity to discuss each written evaluation and sign the evaluation form. The Program Director reviews all of the completed evaluations twice a year, to ensure that there are no issues that need immediate attention. Semiannually, the Program Director and members of the Pathology Residency Committee, will review and record in writing, with each resident, his/her progress. These reviews are discussed with the residency committee prior to discussion with the resident. Poorly performing residents will have more frequent counseling and remedial assignments if needed.

In the case of poor performance, if the resident fails to respond to counseling and performance does not improve in a reasonable time frame, the department reserves the right to take further action such as: a) non-renewal of contract, at the end of the year in question b) withholding of credit for the year in question or a portion thereof; c) immediate dismissal.

EVALUATION OF PROGRAM AND FACULTY BY THE RESIDENTS:

Annually, residents are expected to evaluate the program and each individual faculty by completing the competency-based evaluation form and returning it to the program secretary. The scores on these evaluations are tabulated and distributed to appropriate faculty for review, along with any additional comments submitted by the residents. Residents always remain anonymous. In addition, residents may submit comments pertaining to specific rotations on the monthly rotation evaluation form. Suggestions for program modification are taken seriously. Such constructive criticism has led to valuable improvements in our program. Resident comments are discussed with the appropriate section heads and/or staff when changes in the program are considered.



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PROCEDURES PERFORMED:

The American Board of Pathology requires that the resident, when applying for the Board certification examination, list certain procedures performed during training. During the four years of residency training, each resident will submit procedures performed in the ACGME Resident Case Log System, which requires a User ID and password. Autopsies, fine needle aspirates, and bone marrow biopsies/aspirates are included in the log system.