

Evaluations

The Cardiovascular Disease fellowship, in accordance with Advocate Aurora Health's Academic Affairs, utilizes Medhub for all evaluations in our program. Upon orientation, training will be provided to all incoming fellows.

Below is our Evaluation/Advancement Policy.

PURPOSE

To clarify fellow promotion criteria to the next level of training and establish a procedure for completion of training.

Fellows are evaluated by supervising faculty, healthcare team members, residents completing a Cardiology rotation, and patients. These evaluations are regularly reviewed by the PD, biannually reviewed/discussed with the fellow, and in aggregate at the CCC meetings.

EVALUATION PROCESS

Fellows are evaluated after each rotation. Notification to complete the evaluation is automatically generated through Med Hub to the fellow and supervising attendings prior to the end of the rotation. Evaluation completion is monitored, and reminders are sent as needed.

Fellows meet biannually with the Program Director for a comprehensive review of evaluations, scholarly activities, procedure logging, wellness check (including self-evaluation), conference attendance, ITE scores and any areas of concern or challenges. Post-fellowship goals are discussed, and individual learning plans created towards the trainee's specific aims or to improve areas of weakness.

PROMOTION PROCESS

Trainees will advance in the fellowship and be promoted to levels of increasing responsibility based upon demonstration of successful progress. The Program Director will obtain performance feedback on each fellow from faculty and other pertinent sources to assist in determining the fellow's overall progress.

In order to advance to the next year of training, a fellow must:

- Have no more than 28 days away from training during the academic year
- Receive a satisfactory evaluation in every competence for each rotation
- Receive a satisfactory evaluation from the outpatient clinic preceptor
- Have attended a majority of daily didactic noon conferences
- Demonstrate satisfactory progress in a scholarly activity/research project

If it is determined that the fellow is eligible for promotion, a request is made to the Graduate Medical Education office for the next level contract.

If significant deficiencies in performance are identified, a formal plan for remedial work will be created. The fellow will be closely monitored and will remain at the current PGY level until remedial work has been completed and

progress is considered satisfactory. Should the fellow fail to make satisfactory progress and at the conclusion of the remediation period, the Program Director will determine the best course of action. Refer also to Advocate system policy Promotion of Residents (91.116.012).

DOCUMENTATION

Pertinent reporting of work hours, procedures and evaluations are maintained in MedHub. Final procedure logs are provided to graduating fellows and maintained permanently in program files.

Other documentation for trainee files will be maintained and retained for at least the requisite period specified by the *ACGME Expectations for Content of Resident and Fellow Files (9/2018)*.