

# Georgia Regents University

## House Staff Policies and Procedures

**Policy**  
**HS 25.0 Educational Commitment to Critical Care Programs**

**Source**  
**Graduate Medical Education Office**

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### 1.0 Purpose

The following policy is developed to establish guidelines for all Critical Care programs within the Georgia Regents University. It is intended to ensure that all residents and subspecialty fellows have the educational resources needed to have an effective rotation while on clinical service of either of the Critical Care programs. Because the critical care rotations involve residents, subspecialty fellows and medical students, this document will keep these terms separate for clarity.

### 2.0 Leadership.

A standing subcommittee called the Critical Care Education Committee (CCEC) within the GMEC will be a subcommittee reporting to the Graduate Medical Education Committee. The CCEC will have oversight of the critical care training at GRU. The voting membership will consist of the program directors of critical care training programs and the DIO or his/her designee.

### 3.0 Definition of Terms

Home program or service refers to the program to which a fellow belongs and will graduate from. Host program or service refers to rotations that are outside the home service.

### 4.0 Procedure

- 4.1 Program Directors for all critical care training programs (currently Pulmonary Disease/Critical Care Medicine, Surgical Critical Care and Anesthesiology – Critical Care Medicine) will establish a program curriculum for their fellows. Additionally, specific goals and objectives for each rotation must be established and communicated, in advance, to all fellows.
- 4.2 It is expected that critical care fellows will rotate on host services other than their home programs. Goals and objectives for rotations on host services should be developed jointly by the home and host programs. Co-operation between programs is expected.
- 4.3 Faculty members other than the Program Directors will supervise fellows on some rotations. Faculty members on hosting services will treat each fellow fairly. Clinical responsibilities will be equitably distributed according to level of training and responsibility. The Program Director of the hosting service will mediate any grievances that may arise between the hosting attending and the hosted fellow.
- 4.4 To maximize the educational experience of all residents, no critical care program should exceed the number of learners (including medical students) set forth in the ACGME RRC program requirements.
- 4.5 Fellows will be evaluated by the attending faculty member on the hosting service in a timely manner (end of the month is encouraged). These evaluations will be delivered to the hosting faculty attending by the home fellowship program coordinator and returned to the home program.
- 4.6 Fellows shall complete an evaluation of the hosting rotation. This shall be assigned by the home program coordinator.
- 4.7 The home Program Director will provide the hosting Program Director with feedback on the rotation at a minimum annually.

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*The term House Officer is use as a generic term to include interns, residents and fellows in an approved ACGME Residency Training Program at Georgia Regents University*

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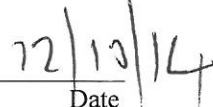
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- 4.8 The Georgia Regents University expects all fellows to demonstrate professionalism at all times regardless of clinical service. Therefore, every effort shall be made by all trainees to work cooperatively with one another.
- 4.9 Fellows shall participate in all appropriate didactic and clinical activities sponsored by the hosting critical care service unless the home critical care program mandates attendance at selected didactic programs or continuity care clinic. The scheduled absences from the hosting service should be determined in advance of the rotation and should be similar for all hosted fellows.
- 4.10 The home Program Director is responsible for ensuring the fellow is present for all mandated didactic programs and continuity care clinics when on a host service. The host service faculty members will support the schedule as agreed to by the home and host Program Directors.


## 5.0 Grievances

- 5.1 Any conflicts that arise shall be addressed by home and host Program Directors to determine a conflict resolution. The DIO will mediate disputes.
- 5.2 Any conflict that cannot come to a resolution between programs will be brought before the Graduate Medical Education Committee (GMEC) for resolution.

  
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Date

  
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