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Program Director's Training Course

PDTC-3 Program Director: Responsibilities, Requirements, Qualifications



Program Director: Qualities

- Leadership
- Honesty
- Commitment
- Listening skills
- Communication skills
- Problem solving



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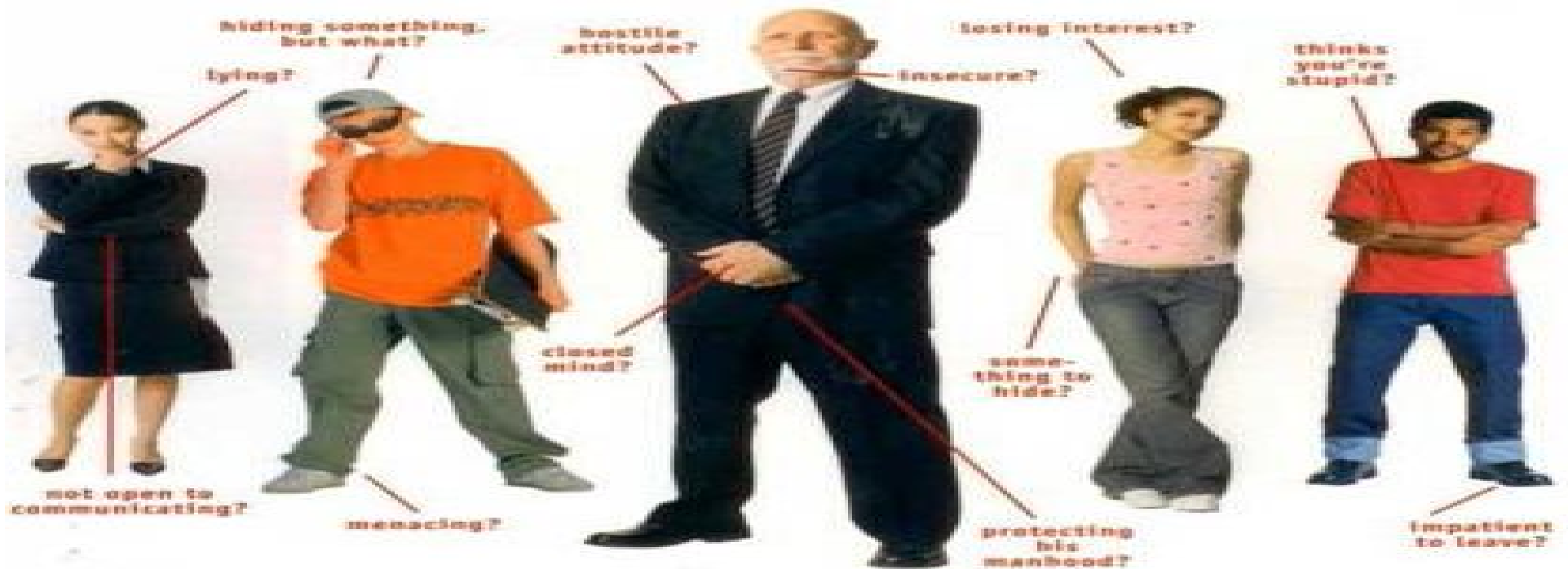


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ALLAN AND BARBARA PEASE

AUTHORS OF WHY MEN DON'T LISTEN AND WOMEN CAN'T READ MAPS



Path to Program Director

- Minimum qualifications in GME experience.
- Assess need for an APD
- Department Chair commitment for time, resources and financial support
 - Protected time
 - Residency budget
 - Program coordinator
- GMEC to approve the appointment
- ACGME notification



Program Director: Qualifications

- Board certified
- Current state medical license
- Unrestricted medical staff appointment
- Educational and administrative experience
- Other as specified by respective RRC



Program Director: Responsibilities

- Maintain an educational environment
- Quality monitoring of education
- Faculty evaluation on teaching performance
- Resident evaluation on performance
- Dissemination and enforcement of P&Ps
- Monitoring patient care
- Resident activity at participating sites
- Administrative duties

Program Director: Administrative Duties.

- Prepare and submit yearly resident updates to the ACGME.
- Complete PIF's and related documents
- Provide verification of residency education
- Attend GMEC meetings
- Prepare for the GMEC conduction of Internal Reviews
- Obtain approval from GMEC or DIO for any ACGME communications, reports or requests
- Report the ABMS for certification resident information.
- Conduct annual reviews
- Many others!



PD: Summary

- Single most important individual in GME
- Proper qualifications essential for a successful performance
- Thorough familiarity with ACGME is critical to maintain compliance with GME policies and procedures
- Proper motivation key to success!



End of Presentation