

Annual Time Line Requirements

February	<p>GMEC reviews all of its policies, procedures, and monitoring activities.</p> <p>Resident/fellow salaries and fringe benefits are reviewed and revised at least yearly in advance of the beginning of each new academic year, to include signature of Statement of Commitment.</p> <p>Medical Education updates resident manual.</p> <p>Each department's Promotion Committee reviews the resident/fellow's evaluation for the preceding academic year.</p> <p>The GMEC acts on each department's recommendations for the promotion of residents.</p>
June	<p>GMEC reviews and approves departmental policies and procedures concerning resident/fellow supervision and resident/fellow duty hours, and transitions of care.</p> <p>Final Summative Evaluations to be completed on each graduating resident/fellow and copies sent to Department of Medical Education.</p>
July	<p>Newly elected officers of the Resident's Council are appointed to GMEC.</p> <p>Copies of minutes of the Programs' annual evaluations are submitted to GME.</p>
August	<p>GMEC reviews and approves written departmental policies and procedures concerning moonlighting. Supervision level updates are entered into computer systems.</p> <p>GMEC will review departmental program criteria for resident/fellow eligibility and selection</p>
October	<p>Each residency program will devise written guidelines concerning resident/fellow accountability, monitoring and disciplinary actions, and dismissal.</p> <p>GMEC will review departmental program criteria for resident/fellow evaluation and promotion.</p> <p>A summary of the composite evaluations of rotations and faculty members by residents is prepared by each residency program at the end of each academic year and is reviewed annually by the GMEC Executive Committee.</p> <p>The Department of Medical Education presents an annual report concerning the outcomes of residency training to GMEC, Organized Medical Staff(s), and applicable Boards.</p> <p>The Department of Medical Education reviews all institutional agreements.</p>
December	<p>DIO provides recommendation of residents for appointment to Medical Staff committees through the Chief-of-Staff.</p>