

Creighton University School of Medicine Policies

POLICY: Preparation of Resident and Non-Faculty Instructors

GOVERNING BODY: Educational Program Committee

APPROVAL DATE: 5/26/2020

REVISED DATE: N/A

LCME ACCREDITATION STANDARD REFERENCE: 9.1 Preparation of Resident and Non-Faculty Instructors

PURPOSE

This policy defines the expectations and processes by which residents and other non-faculty instructors are prepared for their roles in the medical education program.

POLICY

Residents, graduate students, postdoctoral fellows, and other non-faculty instructors in the medical education program who supervise or teach medical students need to be familiar with the learning objectives of the course or clerkship and prepared for their roles in teaching and assessment. The medical school will provide resources to enhance residents' and non-faculty instructors' teaching and assessment skills, and provides central monitoring of their participation in those opportunities.

SCOPE

This policy applies to all non-faculty instructors in the medical education program.

PROCEDURE

1. Preparation for residents

The Graduate Medical Education Office and the Office of Medical Education shall jointly establish a "Residents as Teachers" curriculum for residents at the Omaha and Phoenix campuses. This curriculum shall include central monitoring of resident participation to ensure compliance with the mandatory training. The training shall include a mandatory training for new residents as part of onboarding and annual updates. Initial mandatory training must be completed prior to interaction with medical students. Onboarding content must include a review of those medical education policies that require resident notification and education as per the Liaison Committee on Medical Education (e.g., learning environment, student mistreatment, non-participation conflicts, etc.). The content shall also include material to prepare residents for their pedagogical roles.

Omaha Pediatrics residents (sponsored by the University of Nebraska Medical Center [UNMC]) complete a "Residents as Teachers" curriculum at UNMC, which is reviewed by the M3 Component Director and Pediatrics Clerkship Director (or Pediatrics Campus Director) for comparability with the Creighton curriculum. The Creighton Pediatrics Clerkship (or Campus) Director additionally meets annually with Omaha Pediatrics residents for required annual orientation to clerkship objectives, required clinical experiences, curriculum content, methods of assessment, and relevant policies for the Creighton University medical education program.

Phoenix Pediatrics residents (sponsored by Phoenix Children's Hospital) complete a "Residents as Teachers" curriculum at Phoenix Children's Hospital, which is reviewed by the M3 Clerkship Director and Pediatrics Clerkship Director (or Pediatrics Campus Director) for comparability with the Creighton curriculum. The Creighton Pediatrics Clerkship (or Campus) Director additionally meets annually with Phoenix Pediatrics residents for required annual orientation to clerkship objectives, required clinical experiences, curriculum content, methods of assessment, and relevant policies for the Creighton University medical education program.

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The program's own clerkship directors are additionally responsible for directly providing residents information on course objectives, required clinical encounters, curricular content, assessment methodologies, and relevant policies. By email, the residents also receive syllabi (which include program objectives, clerkship objectives, required clinical experiences, assessment methodologies, links to all relevant policies about which residents must be notified) for the clerkships in which they participate. The residents must attest to reviewing the syllabi.

2. Preparation of graduate students for the medical education program

Graduate students who serve as anatomy instructors in the medical education program must complete a two-credit course, "Educational Techniques in Anatomy," prior to teaching medical students. The graduate students will be provided course syllabus, which includes relevant program objectives, course objectives, curriculum, assessment methodologies and links to relevant medical education policies. Graduate students must review and attest to reviewing the syllabus. The Office of Medical Education will monitor compliance with training and review of the materials.

If a course intends to use graduate students for other courses within the medical education program, the course director must provide training in teaching that is appropriate for the course. Also, the graduate students will be provided course syllabus, which include relevant program objectives, course objectives, curriculum, assessment methodologies and links to relevant medical education policies. Graduate students must review and attest to reviewing the syllabus. The Office of Medical Education will monitor compliance with training and review of the materials.

ADMINISTRATION AND INTERPRETATIONS

The Associate Dean for Medical Education is responsible for the administration of this policy

AMENDMENT

This policy may be amended by majority vote of the School of Medicine Medical Education Program Educational Program Committee.