

## Creighton University School of Medicine-Phoenix Policies

POLICY:	Core Faculty
GOVERNING BODY:	Graduate Medical Education Committee – Creighton University School of Medicine-Phoenix
GMEC APPROVAL DATE:	August 7, 2023; February 6, 2023
REVISED DATE:	February 6, 2023
ACGME ACCREDITATION STANDARD REFERENCE:	Institutional Requirement: II.B.2. Program Administration III.B.8. Retention of a diverse and inclusive workforce.

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### PURPOSE

To provide a holistic and inclusive approach to academic positions giving opportunity for paid academic roles to more diverse faculty. The Sponsoring Institution, in partnership with the programs, must engage in practices that focus on mission-driven, ongoing, systematic recruitment and retention of a diverse and inclusive workforce of residents, fellows, faculty members, senior administrative staff members, and other relevant members of its academic community.

### SCOPE

The policy applies to all CUSOM-PHX House Staff Physicians and their respective training programs, that are ACGME accredited or meet the criteria in the Non-ACGME Accredited Program Policy.

### DEFINITIONS

- **Academic Chair:** The position appointed by the Dean of the School of Medicine to oversee and support academic work in the specialty specific service line
- **Core Faculty:** An ACGME mandated faculty position whose role is to devote a significant portion of their entire effort to HSP education and/or administration, and must, as a component of their activities, teaching, evaluation, be scholarly activity, and provision of formative feedback to HSPs. These are vital roles that support the program director (PD) in administering the program.
- **House Staff Physician (HSP):** Any resident or fellow in a Creighton School of Medicine GME program.
- **Program Director:** The physician designated with authority over and accountability for the operation of a residency or fellowship program.

### POLICY

#### Selection:

Core faculty members are critical to the success of HSP education. They support the program leadership in developing, implementing, and assessing curriculum and in assessing HSP's progress toward achievement of competence in the specialty. Core faculty members are selected for their broad knowledge of and involvement in the program, permitting them to effectively evaluate the program, including completion of the annual ACGME Faculty Survey.

All open core faculty positions are required to be posted within the respective department for a minimum of two weeks. As stated in the ACGME core requirements (II.B.4.a) all core faculty must be chosen by the PD. The PD can determine if she/he wants the Program Coordinator or other faculty to assist in the selection process.

The PD and her/his selection committee will review the applications and rank them according to the Core Faculty Grid. The PD will then review the selected core with the Academic Chair to review for any other issues that would prevent the faculty member selected from serving.

If there are no qualified internal candidates, then the PD must work with the Academic Chair on an external advertisement and selection.

Core faculty must meet the qualifications of holding a Creighton faculty appointment, being certified in the specialty by the American Board of Medical Specialties (ABMS) and be clinically active. In the instances where the ACGME allows non-physician core faculty, they must hold a faculty appointment and have experience working in a GME environment.

#### **Restrictions on selection process**

Core faculty positions should not be filled by someone with an existing leadership role with paid protected time, such as chair or chief of service, except on an interim basis while awaiting a qualified candidate.

All core faculty nominations must be approved by the Graduate Medical Education Committee (local GEC and the GMEC).

Core faculty will have a term limit of 2 years. There is no limit on the terms a faculty can serve, but if their term limit has expired, the program must post the position and the current core can reapply for their position.

All core faculty will participate in an annual evaluation completed by the PD. This evaluation will be based on the duties outlined in their attached job description. Unsatisfactory performance may lead to a core faculty member's term to be shortened based on performance. Examples of unsatisfactory faculty performance include, but are not limited to, include failure to complete HSP and program evaluations; not providing feedback to HSPs; not being scholarly productive; poor evaluation scores and/or feedback from HSPs. This list is not inclusive.

The Academic Chair is responsible to ensure core faculty are able to maintain their academic time protected from clinical duties.

#### **REFERENCES**

ACGME

#### **AMENDMENTS OR TERMINATION OF THIS POLICY**

This policy supersedes all program level policies regarding this area/topic. In the event of any discrepancies between program policies and this GME policy, this GME institutional policy shall govern.

Creighton University reserves the right to modify, amend, or terminate this policy at any time.

