

# IOWA LUTHERAN HOSPITAL FAMILY MEDICINE RESIDENCY PROGRAM

## **Policy: Progress Committee**

The Progress Committee is a structured, resident-centered improvement process in which residents with identified deficiencies in skills, attitudes or behaviors are referred for mentoring. The goal of the Committee is to address concerns early in the educational process, provide mentoring and avoid the need for formal remediation or sanctions.

## **Membership**

Two core family medicine faculty and one behavioral medicine faculty members are appointed to this committee. The program coordinator will be a non-voting member as a resource for program requirements and for documentation. Membership will be rotated intermittently. The program director is specifically not a member.

## **Processes**

Any resident for whom concerns are raised that do not meet the need for formal disciplinary action is referred to the Progress Committee. The resident's faculty advisor will notify the resident of the referral and then act as the resident's advocate through the process. The Committee will plan, set improvement goals, monitor improvement and reevaluate the resident for persistence of the concern. The Committee focus will be on a specific, identified skill, attitude or behavior that needs improvement.

If a resident's faculty advisor is a member of the Progress Committee at the time of the resident's referral, that faculty member will step aside from the Committee and act as the resident's advocate while another family physician faculty member fills the position on the Committee for that resident's mentoring.

## **Outcomes**

Once sustained improvement is demonstrated the resident will be removed from the Progress Committee's activity list. If after two attempts of improvement by the Progress Committee, the resident does not show improvement he/she will be referred to the Program Director for further consideration.