



BAPTIST MEMORIAL MEDICAL EDUCATION

GRADUATE MEDICAL EDUCATION POLICY AND PROCEDURE MANUAL

Effective Date: July 2015	Remediation
Last Review/Revision: September 2019; February 2021	
Reference: BMME 0026	

PURPOSE: This policy identifies and establishes remediation actions to correct areas of marginal and/or unsatisfactory performance by a resident or fellow.

POLICY:

- A. Baptist employed residents and fellows are required to demonstrate proficiency in six ACGME core competencies and other established institutional and program criteria. Academic remediation is based on deficiencies in one or more of the following criteria:
1. Failure to attain satisfactory performance in one or more of the ACGME core competencies.
 - a. Patient care
 - b. Medical knowledge
 - c. Practice-based learning and improvement
 - d. Interpersonal and communication skills
 - e. Professionalism
 - f. Systems-based practice
 2. Failure to adhere to required attendance, punctuality, enthusiasm and availability protocols.
 3. Failure to adhere to institutional standards of conduct, rules and regulations, including program standards, and hospital and clinic rules. This may include inappropriate scheduling, charting, record keeping, and delegations to medical staff.
- B. Reappointment and promotion to the subsequent year of training requires satisfactory, cumulative evaluations by program faculty demonstrating appropriate progression based on Milestones.
- C. Remediation is an action used in situations where a resident fails to comply with the academic or professional requirements established by the residency training program, BMME GME, and/or participating institutions.
1. Placement on remediation serves as an official notice to the resident of unsatisfactory performance.
- D. Each residency program must establish written criteria and thresholds for advancement and promotion. Failure to meet these criteria may warrant placing residents on remediation. Examples include, but are

not limited to the following: poor academic performance as documented by unsatisfactory faculty evaluations, written in-service examinations, failure to attend scheduled monthly departmental activities, performance of moonlighting activities in violation of policy, clinical performance of interventional or invasive skills which are below those expected for the level of training as documented by written evaluations by the faculty, unprofessional or inappropriate actions, disruptive behavior, and failure to maintain duty hour, moonlighting, or procedure logs in a timely manner. Residency program requiring their residents to achieve a minimum score on an annual written in-service examination must publish this requirement at the beginning of each academic year.

- E. The program director is required to provide the resident with written notification of the remediation plan that includes, at a minimum, the area(s) of unsatisfactory performance, measures to improve performance, and time frame for completion. Use of BMME Graduate Medical Education Remediation template is recommended.
 - 1. The program director must notify the DIO prior to any notice of remediation.
 - 2. Remediation is not subject to the BMME Graduate Medical Education Due Process Procedure.

**Baptist Memorial Graduate Medical Education
Remediation Plan**

Resident Name:
Program Director Name:
Remediation Start Date:

PGY Level:
Residency Program:
Remediation End Date:

A. 1. Characteristics and Description of the laps or performance improvement needed.

Use competencies to characterize.

A. 2. Goal(s)

Describe in terms of specific competencies.

A. Requirements: Educate

Description: Activities for the resident to study about expected behavior/performance change, why it is important, and what behaviors define success. Resources available for the resident. Plan to assist resident in achieving identified goal.

B. Requirements: Behavior /Performance Change

Description: SMART Objectives. These objectives describe what will need to occur in order to successfully complete the remediation.

1. Specific – specific what you want to achieve
2. Measurable – how will you measure whether the objective is met or not
3. Achievable – is the objective attainable
4. Realistic – is the objective achievable with the resources you have
5. Timely – how long will it take to reach the objective

C. Requirements: Monitoring/Documentation

Description: Who will monitor? How will monitoring occur? How will progress be documented? What is the frequency of monitoring?

D. Requirements: GME

Description: Policies or practices that may affect the resident while on academic remediation.

E. Consequences for not meeting established goals and objectives and/or showing improvement

Description: Further remediation or implementation of disciplinary processes.

F. Consequences for relapse

Description: Further remediation or implementation of disciplinary processes.

Program Director Signature:

Date:

Designated Institutional Official Signature:

Date:

I have read and understand the content and terms of this remediation plan. I understand what is expected of me and what I need in order to successfully complete the plan.

Resident Signature:

Date: