

ROTATION SUMMARY
CHIEF ELECTIVE

Rotation Contacts and Scheduling Details

Rotation Director: Lynn Kahana, M.D.
Program Director
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Administrator: Michelle Rennels
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497-8979

Positions Available: This elective is offered to and highly recommended for incoming Chief Residents during their 3rd year of residency. It is available in 2 week or 4 week blocks.

Introduction

The role of the Chief Resident as educator, manager, and clinician is demanding. While most Chief Resident have adequate clinical preparation for their role, the Chief Elective provides dedicated time to focus on increasing ones abilities as an educator and manager. The structure of the elective will vary based on the individual’s needs. Additionally, the elective will provide an opportunity to thoughtfully and strategically reflect on the program’s strengths and weakness, with the guidance of the current chiefs and program director/associate program directors. In the process, the prospective or incoming Chief will be able to set goals for the upcoming year. The elective will also provide dedicated time to work on Chief responsibilities including Intern Orientation.

Continuity clinic responsibility continues during this rotation.

Weekly Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
0800-0830	Morning Report	Morning Report	Morning Report	Morning Report	Grand Rounds (8:00-9:00)
0830-1030					
1030-1130					10 – 12 APD Meeting
1200-1300	Conference	Conference	Conference	Conference	Conference
1300-1800					
1600-1700					
1700				Chiefs/PD meeting	

Rotation Specifics

Orientation

During the first day of the Orientation, the resident will meet with Dr. Kahana to review the broad goals and objectives and set additional individualized objectives for the month. The resident should set up this meeting with Dr. Kahana via Michelle Rennels at least 2 weeks prior to the start of the elective.

In addition to meeting with Dr. Kahana, the resident on the chief elective needs to set up meetings with the current chief residents and with each of the APDs during the first week of the rotation and follow up meetings as needed, particularly with Drs. Leonard and Sandford, APD’s who focus on curriculum and evaluation.

Clinical Overview

During the meetings with the current chief residents, the clinical responsibilities, both inpatient and outpatient, at Santa Clara Valley Hospital and at LPCH, will be reviewed.

The outpatient experience mirrors the experience of the senior resident on the “teaching senior rotation” and the inpatient experience represents a graduation of responsibility from the role of the ward supervisor senior resident.

Call Responsibility

The resident may be asked to take Chief call during the month as part of the rotation. During these times, the resident is expected to be available via phone at all times.

Resident Roles and Responsibilities

During the chief rotation, the resident will attend all program conferences, in addition to the meetings with the chiefs, APDs and PD. The resident will take "chief call" once a week, and interact with the current chiefs for any decision that impacts resident work flow. Reflecting on the goals and objectives for this rotation, the resident will submit all assignments to the PD during the last week of the rotation for discussion and review.

The resident will continue to attend continuity clinic when appropriate.

Evaluation and Feedback

The resident will receive verbal feedback and written evaluations through Medhub from the Chief Residents and Dr. Kahana.

Competency-based Goals and Objectives

GOAL 1: Understand the unique managerial role of Chief Resident and improve managerial skills.

Resident Objective:	Instructional strategies	Evaluation	ACGME Competencies
Write expectations of what you expect of residents and in return what they can expect from you.	Self reflection in written format	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	ICS, P
Recognize and describe your strengths and weaknesses as a manager.	Recall any managerial/supervisory roles you've held.	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	ICS,P
Reflect on experiences you've had with giving and receiving feedback during the Residency. Outline the approach you'll use for providing feedback – positive and negative.	Write an outline of important steps in providing feedback effectively	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	ICS, P
Draw an organizational structure for Packard. Recognize the nuances of an academic setting.	Refer to the CEO's office for assistance as needed to complete this project	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	SBP
Debrief with advising and mentoring APDs – gain an understanding of the strengths and areas for improvement of each resident.	Meet with APD's for a thorough review of residents from each class	<ul style="list-style-type: none"> APDs and PD will meet to discuss the effectiveness of this process and receptivity of the resident on this rotation 	ICS, P

GOAL 2: Understand the key interests of the various parties that impact the residency

Resident Objective:	Instructional strategies	Evaluation	ACGME Competencies
Describe the basic financial structure of the residency.	<ul style="list-style-type: none"> Draw up a basic budget for the year as chief 	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	SBP
Outline the different interests/players to whom the Chief and program is accountable to. List what you perceive to be key elements for their satisfaction. Informally discuss your ideas with them.	List the key stake holders in the residency program	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	SBP

GOAL 3: Acquire institutional knowledge.

Resident Objective:	Instructional strategies	Evaluation	ACGME Competencies
Review minutes of APD meetings for prior year.	<ul style="list-style-type: none"> After review, give feedback of the conclusions, discussions 	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	ICS, P, SBP
Review meeting minutes from Curriculum Committee pre and regular meetings for prior academic year.	After review, give feedback of the conclusions, discussions	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	ICS, P, SBP
Outline key messages from Chief Binder	Review the binder with the current chiefs for understanding	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	ICS, P, SBP

GOAL 4: Gain an understanding of and competency performing daily Chief Responsibilities

Resident Objective:	Instructional strategies	Evaluation	ACGME Competencies
Develop administrative/responsibilities calendar for upcoming academic year	<ul style="list-style-type: none"> Write out the key interventions/requirements for 	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	ICS, SBP, P

each month of chief year			
Perform cross cover scheduling with supervision.	Schedule and communicate cross-cover responsibilities for upcoming block.	<ul style="list-style-type: none"> Reviewed by chiefs during the process and discussed 	SBP, P
Develop educational calendar for beginning months of residency.	Write out the calendar for scheduling key conferences for each month of chief year	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed 	MK, P, ICS
GOAL 5: Develop ones own learning goals for the Chief year.			
Resident Objective:	Instructional strategies	Evaluation	ACGME Competencies
Define the goal or goals you personally have for this year as chief resident	<ul style="list-style-type: none"> Self reflection followed by discussion with the PD and then a description in writing is required to define at least 2 personal/professional growth targets for this year 	<ul style="list-style-type: none"> Reviewed by PD during the last week of the rotation and discussed This will be reviewed by the PD again in 6 months and then at the end of the chief year as ongoing professional development 	P

PBLI = practice based learning and improvement

ICS = interpersonal and communication skills

P= professionalism

MK= medical knowledge

PC= patient care

SBP = systems based practice