OTOLARYNGOLOGY RESIDENCY PROGRAM EVALUATION REPORT

June 2013

Program Evaluation Policy:

The Residency Education Committee is responsible for evaluating the goals and objectives of the residency program along with the effectiveness of the program in meeting these goals and objectives. The Residency Education Committee shall conduct a formal review of the program on an annual basis and the process will be documented in the minutes of that meeting. At the end of each rotation or at a specified period, trainees will complete confidential evaluations of their educational experiences. The information contained in these evaluations is confidential and only summary material will be made available to the committee members. The chief resident (residency administrator, etc.) will summarize the periodic evaluations and guarantee the anonymity of the responses. Summaries of these evaluations along with in-service exam scores, Annual Institutional Resident Survey, Internal Review (when applicable), and other sources of information as provided will be used by the Residency Education Committee in their review of the program. The Residency Education Committee will also provide on-going monitoring of the educational program through the scheduled meetings.

The residency program will be formally reviewed on an annual basis by the Residency Education Committee to ensure the program is in compliance with the ACGME requirements for Otolaryngology. The Residency Education Committee is composed of: 1) the Program Director, 2) All faculty from the Department of Otolaryngology, 3) one educational site director from Children’s Hospital of the King’s Daughters, 4) one educational site director from the Naval Hospital Portsmouth and 5) both chief residents.
Committee members will review the following data:

1. Goals and Objectives of Rotations by PGY Level
   Current and complete: YES NO

2. Didactic attendance records
   Resident and faculty attendance meets expectations: YES NO

   Comments:

3. Resident evaluations of faculty, rotations, and other program data
   Current and complete: YES NO

   Comments:

4. Resident in-service scores
   Resident performance meets expectations: YES NO

   Comments:

5. Mock oral exam
   Resident performance meets expectations: YES NO

   Comments:

6. Resident Procedure logs:
   Current and complete: YES NO

7. First time pass rates on last year’s Board Examinations
   Number passed ______  Number failed ______

8. Institutional Resident Survey
   Reviewed: YES NO

   Comments:

9. General Competencies Curriculum
   Current and complete: YES NO

   Comments:

10. Scholarly Activity of Faculty and Residents
    Summary:

11. Comments from Faculty
    Summary:

12. Most Recent Internal Review
    Issues corrected: YES NO

    Comments:

13. Resident Committee Member Concerns
    Reviewed: YES NO

    Comments:

14. Other outcome data as identified:
Summary:

Chair ___________________________ Date __________

Program Director ___________________________ Date __________

Committee Member ___________________________ Date __________

Committee Member ___________________________ Date __________

Committee Member ___________________________ Date __________

Committee Member ___________________________ Date __________

Committee Member ___________________________ Date __________


Eric Dobratz, M.D.
Director Residency Training
Department of Otolaryngology-Head and Neck Surgery

Date 6/4/13

Barry Strasnick, M.D.
Chairman
Department of Otolaryngology-Head and Neck Surgery

Date 6/26/13