16. Documentation of program evaluation and written improvement plan (CPR V.C)
ACGME Program # 3262321056

Dear Dr. Robertson:

Documentation of program evaluation and written improvement plan is presented as follows:

a) Our program is regularly evaluated at faculty meetings held approximately every 1-2 months. Selected minutes have been copied and are presented for your information.

b) In addition, the program is evaluated annually at the annual program meeting – these minutes are included separately in part b.

c) Also included is a written record of non-electronic meeting minutes, see included green record book entitled “peds endo program notes.”

d) Finally, the program participates in the graduate medical education committee meetings, those meetings are presented in a separate binder. During these GMEC meetings, areas of improvement are being identified on a regular basis. One such area of improvement included here is the recent introduction of clinical center-wide modules addressing the competencies of our fellows, in specific: Communicating Effectively with Patients and Colleagues, Death and Dying: Cross Cultural Medicine: Managing and Addressing Workplace Conflict: Elements of a Successful Informed Consent. Attached is the email announcing the process for fellows to register for these upcoming modules.

Sincerely,

Maya Lodish, MD
Deputy Program Director NICHD/Georgetown University Affiliated Program in Pediatric Endocrinology