



SUBJECT Resident/Fellows Supervision	POLICY NUMBER 200.001	PAGE 1 of 4
SOURCE Academic Affairs – Administration	ORIGINATION OR LAST REVISION DATE 12/18/07	EFFECTIVE DATE 12/6/05

POLICY

It is the policy of the Department of Academic Affairs (“Academic Affairs”) at St. Joseph’s Hospital and Medical Center (“SJHMC”) that Resident physicians (“Residents”) and fellows are appropriately supervised by members of the Medical Staff.

PROCEDURE:

A. Resident/Fellow:

1. **Appointment:** Residents are appointed to the Housestaff by the Academic Affairs through the Graduate Medical Education Committee (“GMEC”).
2. **Licensure:** Residents are granted a State of Arizona Training Permit through the Arizona Medical Board or Osteopathic Board as facilitated through Academic Affairs. If a Resident possesses a full unrestricted Arizona Medical License, this may substitute for the Training Permit requirement. However, the duties, roles and responsibilities of the licensed Resident remain only in the scope of their supervised training program. A licensed Resident is under the same supervision requirements as Residents
3. **Clinical Care:** Activities performed by Residents shall be under the supervision of a Medical Staff member. Clinical activities shall be limited to those of the clinical privileges granted to the supervising physician and agreed upon by the hospital and residency training program. Residents are internally credentialed to perform basic invasive procedures without supervision. In an emergency, Residents may act as necessary until the appropriate supervising physician is present. Academic Affairs shall maintain a list of all Residents currently working at the facility, including rotating Residents.
4. **General Responsibilities of Residents:** Residents may admit and render patient care in all hospital services under the supervision of medical staff physicians including:



- a. Initial and ongoing assessment of patient's medical, physical, and psychosocial status;
- b. Perform history and physical;
- c. Develop assessment and treatment plan;
- d. Perform patient care management rounds;
- e. Record progress notes;
- f. Order tests, examinations, medications, and therapies; including restraints in accordance with hospital policy.
- g. Arrange for discharge and after care;
- h. Write/dictate admission notes, progress notes, procedure notes, and discharge summaries;
- i. Provide patient education and counseling covering health status, test results, disease processes, and discharge planning; and
- j. Assist in surgery.

B. Attending Physician:

1. The attending physician is ultimately responsible for care of the patient and supervises all Resident care. The attending physician is responsible to co-sign patient medical records as required by SJHMC policy.
2. The proximity and timing of the supervision, as well as the specific tasks delegated to the Resident physician depends upon a number of factors, including but not limited to:
 - a. The level of training (i.e., year in residency) of the resident;
 - B. The skill and experience of the resident with the particular care situation;
 - C. The familiarity of the supervising physician with the resident's abilities; and
 - D. The acuity of the situation and the degree of risk to the patient.
5. **Quality of Care:** The quality of patient care provided by the Residents is monitored by the Quality Council and reported to the Medical Executive Committee, Academic Affairs and its Residency Training Programs, Medical Staff, and SJHMC Board of Directors.
6. **Oversight:** Director of Academic Affairs is responsible for the onsite coordination of the St. Joseph's residency programs, including all Residents, chief Residents, fellows, and rotating Residents.

C. External regulations: This Resident supervision policy does not supercede relevant portions of the State of Arizona Medical Practice Act (Arizona Revised Statutes), Centers for Medicare and Medicaid Services ("CMS") regulations on Resident supervision, or individual training program requirements of the Accreditation Council for Graduate Medical Education ("ACGME"), or other recognized authorities.

DEFINITIONS:



Housestaff: Comprised of Resident/fellows learning in a hospital setting.

Resident: A Resident is a medical doctor (M.D. or D.O.) in a formal residency training program approved by the ACGME. An “intern” is a first year Resident.

Chief Resident: Chief Residents are designated Residents with particular leadership responsibilities. Chief Residents may be within their formal training period (“Internal Chief Resident”). Both types of Chief Residents are approved by Academic Affairs, and are under the same supervision requirements as Residents.

Junior Faculty / Instructor: A Chief Resident who has completed residency training and is fully eligible for membership on the Medical Staff in his / her Clinical Department may apply for privileges as a faculty member with the same rights and responsibilities of medical staff members upon the approval of the Program Director and Academic Affairs. The Junior Faculty Member will be subject to the same supervisory process as all newly credentialed members of the Medical staff, and their responsibilities as Chief Resident will be governed by the job description, Medical Staff Bylaws, and Clinical Department Rules and Regulations.

Rotating Residents: Residents enrolled in approved ACGME training programs at other Hospitals and Medical Schools may be permitted to train at St. Joseph's Hospital and its associated training programs only if an institutional agreement is in force between SJHMC and the sponsoring Hospital and Medical School, the Resident has been approved by Academic Affairs, and the Resident, as well as the sponsoring program agree that the rotating Resident is under the same supervision requirements as SJHMC Residents.

Fellow: A fellow is a physician in a specialized training program following formal completion of initial residency training. Fellows may be in an ACGME approved fellowship training program, or a non-approved fellowship training program. Both types of fellowship programs are sponsored and officially designated by Academic Affairs. All fellows are approved by the Academic Affairs, and are under the same supervision requirements as Residents.

REFERENCES: SJH Medical Staff Bylaws, Rules and Regulations
 AMB/ State of Arizona Medical Practice Act Statutes
 ACGME Requirements
 JCAHO: MS.2.5, MS.6.9
 CMS Resident Supervision Regulations
 Academic Affairs Chain of Command Policy

REVIEWED AND IN COMPLIANCE WITH:	DATE
ACGME	12/18/07
CHW	12/18/07
JCAHO	12/18/07
RISK/LEGAL	12/18/07
HUMAN RESOURCES	12/18/07
REVISED & APPROVED BY	
Policy/Procedure Committee	12/18/07
Organized Medical Staff	12/18/07
GMEC	