

Non CTU Preceptor Expectations and Responsibilities

As part of overnight call coverage within Memorial University's Internal Medicine Residency Program, Trainees care for patients on non-CTU Internal Medicine Services including Hematology and Medical Oncology. This includes consults from the emergency department, direct admissions to the inpatient unit and assessment of acutely unwell inpatients. The Non CTU preceptors must ensure trainees are appropriately supported in these encounters and that the experiences serve a valuable educational role in their training.

EXPECTATIONS AND RESPONSIBILITIES

I. Patient care:

- a. Provide care in accordance to current evidence-based practice guidelines and accepted standards of care.
- b. Prioritize the review of new patients admitted overnight, being available to participate in morning handover if necessary
- c. Demonstrate safe handover of patient care to oncoming colleague using both verbal and written communication.

II. Trainee Education:

- a. Provides clinical teaching when reviewing patients with trainees though each patient care encounter. This includes review of emergency consultations, direct admissions and inpatient clinical issues
- b. Model and teach trainees the skills of Internal Medicine across all CANMEDS competencies.
- c. Evaluate trainees CANMEDs competencies through direct supervision, observation, and teaching in the clinical setting
- d. Provide formative, constructive feedback to all trainees

III. Trainee support

The Memorial University Internal Medicine Program recognizes that as a smaller program with fewer senior trainees and fellows, it is the particular responsibility of Non CTU Preceptors to provide robust, direct, and collegial supervision to trainees appropriate to their skill level.

- a. Be available to provide appropriate handover to trainees regarding incoming direct admissions and inpatients requiring follow up
- b. Be available to review all clinical encounters with trainees in a timely fashion. Review of overnight encounters will be over the phone or in person as determined appropriate based on the clinical complexity of the patient and comfort of the trainee.
- c. Be available to review overnight admission in person with the on-call trainee in the morning prior to their mandatory dismissal time.

- d. Be readily accessible when on-call, providing additional support as required.
- e. Respond to pages in a timely manner.
- f. Supervise or delegate to an appropriate substitute to oversee the performance of bedside procedures when necessary.
- g. Create a safe and positive learning environment in which trainees feel comfortable contributing their thoughts and ideas.
- h. Delegate increasing levels of clinical responsibility and autonomy commensurate with learner's level of training and skills.
- i. Provides trainees with opportunities for self-directed learning.

IV. Professionalism

- a. Demonstrate professional behaviours towards peers, faculty, staff, health care team members, and patients, in all learning and clinical encounters with regards to reliability and responsibility, self-improvement and adaptability, upholding ethical principles, and commitment to scholarship.
- b. Foster a respectful learning environment that is free from intimidation, harassment or threat of verbal, emotional and physical harm.
- c. Model a collaborative approach with other health care professionals.

These expectations and responsibilities are in keeping with the following Memorial University Postgraduate Medical Education Policy and Procedures regarding Resident Safety, Respectful Learning Environment and Resident Assessment, Promotion, Dismissal and Appeal.

- [https://www.med.mun.ca/getattachment/4151ca37-e61b-4fdb-9c1f-9c4f15117339/Respectful-Learning-Environment-for-Medical-Ed-\(1\).aspx](https://www.med.mun.ca/getattachment/4151ca37-e61b-4fdb-9c1f-9c4f15117339/Respectful-Learning-Environment-for-Medical-Ed-(1).aspx)
- <https://www.med.mun.ca/getattachment/e8d5685e-152e-450a-8475-b49f8a6c008e/Respectful-Learning-Environment-for-Medical-Educat.aspx>
- <https://www.med.mun.ca/getattachment/d8283378-8ae9-4040-8ced-ac0a57484f64/Resident-Safety.aspx>
- <https://www.med.mun.ca/getattachment/6f710486-ea4d-4960-ae37-53755c515686/Resident-Evaluation,-Promotion,-Dismissal-and-Appe.aspx>

Faculty consistently and actively failing to comply with any of the expectations will have these issues highlighted on their regular performance evaluations from both a clinical and academic standpoint. Failing to comply with remediation efforts will escalate the matter to the PGME Office/Office of the Dean of the FoM and disciplinary action including but not limited to withdrawal of resident services can be implemented.