A Glimpse into an ACGME Next Accreditation System Site Visit – What to Expect and How to Prepare

Jillian Atherton, Ph.D.-ABD

Michael King, MD, MPH

University of Kentucky
Department of Family & Community Medicine
Objectives

- Describe updated ACGME requirements, processes and activities of the NAS
- Review organizational and logistical strategies to prepare faculty and residents for an ACGME site visit in the (NAS).
- Develop an “aim” goal for your program, and learn how to integrate this into your site visit dialogue, using Brofenbrenner’s Ecological Systems model
- Review ACGME pre-site visit data requests
What are we leaving behind?

- PIFs
- IRDs, Institutional Review Documents
- Short-cycle site visits
- Internal Reviews
- Site Visitor Documentation Checklists
- Familiarity, comfort, the system we have known.
New Accreditation System Changes

- Program Accreditation
  - ACGME data reporting
    - Milestones Assessment & Reporting
  - Program Self-Study Visits
- Institutional Accreditation
  - Institutional Self-Study Visits
- CLER visits
  - Hospital by hospital on-site systems visits
Perspectives to Consider with NAS changes...

- Resident
- Chair
- Program Director/ Assoc. Program Director
- Faculty
- Hospital Administration
- GME Office
- Program Coordinator
Changes will occur from...

- ACGME
- New ACGME webADS survey
- Published Milestones
- New Institutional requirements
- ACGME/AOA unified accreditation
Program Self-Study & Improvement

- ACGME self-study visits began July, 2014
- Internal Reviews
  - No longer required as of July, 2013, but may still be helpful
  - Not necessary for accreditation, but do if necessary
- Tool for program improvement, NOT A PIF
- Ongoing goal-setting for long-term: 3-5 years
- Consider SWOT (strengths/weaknesses/opportunities/threats/stakeholders)
  - Will discuss later in handout
- Consider program outcome trends
- Annual Program Review is REQUIRED!
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Ten Year Self-Study Visit

Annual Program Evaluation (PR-V.C.)
- Resident performance
- Faculty development
- Graduate performance
- Program quality
- Documented improvement plan

Ongoing Improvement

Yr 0
AE
Yr 1
AE
Yr 2
AE
Yr 3
AE
Yr 4
AE
Yr 5
AE
Yr 6
AE
Yr 7
AE
Yr 8
AE
Yr 9
AE
Yr 10
AE

Self-Study PROCESS
Self-Study VISIT

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Program Self-Study & Improvement

Two Main Objectives:
1. Assess the program’s current status and compliance with relevant requirements
2. Review the record of improvement made since the last accreditation review
A Practical Guide to the ACGME Self-Study

Editor’s Note: The ACGME News and Views section of JGME includes data reports, updates, and perspectives from the ACGME and its review committees. The decision to publish the article is made by the ACGME.

On July 1, 2014, the second group of programs accredited by the Accreditation Council for Graduate Medical Education (ACGME) entered the Next Accreditation System (NAS), and all programs are now functioning under the principles of NAS, which include continuous accreditation via annual reviews of guidance is organized around 8 steps for conducting a Self-Study, shown in Box 1.

1. The Self-Study Committee

Given its role in the Annual Program Evaluation, the Program Evaluation Committee (PEC), or a slightly expanded group with additional faculty and residents will be ideally suited to serve as the core body for the Self-Study. The members of the PEC are already involved in planning and evaluating educational activities, reviewing and revising curricula, addressing areas of noncompliance, and
Collecting Annual Data

- Annual ADS Update
- Board Pass Rate
- Clinical Experience
- Resident Survey
- Faculty Survey
- Semi-Annual Resident Evaluation and Feedback
  - Milestones
  - Clinical Competency Committees
- Hospital-wide CLER Visits: Patient Safety/QI
- Program Citations
  - Program Evaluation Committees
Preparing for Annual Data Collection

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
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</thead>
<tbody>
<tr>
<td>Annual ADS Update</td>
<td>Track locally before submission</td>
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<tr>
<td>Board Pass Rate</td>
<td>Track locally</td>
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<tr>
<td>Clinical Experience</td>
<td>Procedure logs</td>
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<tr>
<td>Resident Survey *</td>
<td>Administer via E-system</td>
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<td>Faculty Survey *</td>
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<td>Semi-Annual Evaluation of Milestones</td>
<td>Evaluations</td>
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<td>CLER Visits</td>
<td>Data collected</td>
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<tr>
<td>Monitoring Program Citations</td>
<td>PEC minutes/Citation Status Updates</td>
</tr>
</tbody>
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* Very similar questions
Self-Study Visit: Why would we volunteer?

- ACGME NAS (New requirements)
- Extended accreditation
- PC (3 years)
- Admin. Assoc. (2 years)
- PD (6 years)
- Assoc. PD (3.5 years)
Process

- PC sought approval from PD
- PC confirmed interest with GME
- GME/PC reached out to ACGME
- Visit scheduled
- Pre-visit date request items submitted to ACGME
- Pre-visit scheduling with ACGME completed
- Pre-visit meetings with residents/faculty completed
- Visit occurs
- Report delivered from ACGME
Pre-Visit Data Requirements
(see SWOT handout)

- ACGME “Submit a list about your program, using feedback regarding the following categories:…” (SWOT)
  - Strengths
  - Areas for Improvement
  - Opportunities
  - Threats

Residents must be part of feedback process
Pre-Visit Scheduling

- Make sure all participating residents/faculty/GME staff are available for day of site visit (clear clinic/call schedules)
- Reserve all rooms
- Accessibility to laptop (display management system, i.e. Medhub, New Innovations, etc.)
- Select your highest quality resident portfolios
- Have policies/procedures/handbooks accessible
- Have PEC meeting minutes available
- Catering
Pre-Visit Meeting with Residents and Faculty

- Review last few years of APE
- Review issues of Resident/Faculty Surveys
  - Especially persistent noncompliant areas
- Review last accreditation report, including citations
- Meet with each group, separately

Agenda:
- Generate/discuss SWOT handout
- Reminders about common program requirements
Visit

8am – 1pm
- Introductions & Briefing (20mins)
- PD Briefing (40mins)
- Resident Interview (50mins)
- Faculty Interview (45mins)
- Document Review and Coordinator Interview (45mins)
- Program Director Interview (45mins)
- Site Visit Debriefing (45mins)
- Take a long, deserved lunch break
ACGME Report

- Wait for it...Wait for it...received report from ACGME approximately 1 month after visit

- 10 pages long (single-spaced)

- Categories summarized from PD, Resident, Faculty, and Reviewers perspective
Takeaways

- First question was, “What is the aim of your program?”
- Subsequent questions appeared to follow Bronfenbrenner’s Ecological Systems Model.
Ecological Systems Model

- **Resident**: generational values
- **Microsystem**: FM Department, FM Faculty, PD, Assoc. PD, Inpatient/Outpatient service, Global Health and Sports Medicine Tracks
- **Mesosystem**: UK, GME, Other UK rotations
- **Exosystem**: Off-site rotations, Community, Other national FM programs, trends/systems, media
- **Macrosystem**: Laws, History, Healthcare, Culture, Attitudes
- **Chronosystem**: Time, Patterns occurring over time, Events
Takeaways

- Close attention paid to the context of each program and the specialty (what are the unique intricacies of your specialty?)
- Be open, honest, and prepared to talk about what makes your program great, and what plans are in place to address areas for improvement
- Previous citations will be discussed – have an update ready to share
- Goal: residents/faculty/PD/PC all need to be saying the same thing during break-out groups; all need to be on the same page, regarding program SWOT
  - Reviewing APE, policies, common program requirements, and SWOT list with faculty and residents, in advance, helps keep everyone on same page.
Takeaways

- Questions include Program SWOT, CCCs, PECs (& Curriculum), Residents, Faculty, University System, GME
- Have a few great resident portfolios ready to share and answer questions.
- UK CCC: “Focus feedback to resident to include specifics about how to improve within competencies, rather than what they’re currently doing and/or not doing.”
“To-Do” List

- Engage department (milestones) and hospital administration (CLER)
  - Faculty Development (milestones)
- Define and select core faculty
- Optimize annual update and board scores
- Learn as much about milestones
- Continue improving your CCC processes/feedback
- Continue improving your PEC processes
- Develop a self-study and strategic plan
Questions?

Michael King, MD, MPH, FAAFP
Residency Program Director, Associate Professor
Department of Family & Community Medicine, University of Kentucky
K302 Kentucky Clinic, Office K344, Lexington, KY 40536-0284
Office: (859) 323-5264
Cell: (859) 533-0426
mrking02@uky.edu
@MR7King

@UKFamilyMed
UK Family Medicine Residency
Website: http://www.mc.uky.edu/familymedicine/prospective.asp