

Department of Obstetrics and Gynecology

The Sloane Hospital for Women at Columbia University

Written Criteria and Processes for the Selection, Evaluation, Promotion and Dismissal of Residents

A. Selection

a. Eligibility

In accordance with institutional policy, applicants with one of the following qualifications are eligible for appointment to the NYPH-Columbia Residency Program in Obstetrics and Gynecology:

- Graduates of medical schools in the United States and Canada accredited by the LCME;
- Graduates of colleges of Osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA);
- Graduates of medical schools outside the United States and Canada who meet one of the following qualifications:
 - Received a valid certificate from the ECFMG, or
 - Have a full and unrestricted license to practice medicine in a US licensing jurisdiction, or
 - Graduates of medical schools outside the United States who have completed a Fifth Pathway program provided by an LCME-accredited medical school.

Applicants who are not citizens or US Permanent Residents must have their J-1 visa status reviewed by the institution's Office of International Students to determine their eligibility for training and employment in the United States.

b. The Interview and Selection Process

In accordance with Institutional policy, applicants are selected for interviews based on their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity.

The selection of residents into the OB/GYN residency program is carried out on an annual basis exclusively utilizing the time frame and infrastructure of the established Electronic Residency Application Service (ERAS). Appropriately credentialed fourth year medical students may request information in the fall of their senior year of medical school, and applications are accepted until November 1st. A carefully selected pool of applicants are offered invitations for interviews in mid-November, after the Dean's letters have been released on November 1st. All residency candidates are eligible for one of five categorical positions. Approximately 75 to 100 interviews are granted to appropriate candidates, and four dates are held each academic year, in December and January. A core group of attending faculty and residents conduct all interviews, and each candidate is interviewed by one of two program directors. The interviewers then score the

medical students' applications using a consistent set of objective criteria. Over the course of several weeks this group and members of the Education Committee then meet to appropriately rank each of the applicants. A final rank list of candidates is then submitted to the National Residency Matching Program (NRMP). All subsequent proceedings are dictated by the timing and framework of the established NRMP match process.

The NYPH-Columbia Residency program in Obstetrics and Gynecology does not discriminate with regard to age, sex, race, religion, national origin, color, veteran status, or disability.

B. Evaluation

The NYPH-Columbia Residency Program in Obstetrics and Gynecology utilizes a full 360° evaluation system via the E*Value electronic evaluation system and evaluation of the residents is an ongoing process. At the end of each rotation, evaluations are sent electronically to the teaching faculty that the resident has had contact with over the course of the block and returned to the program directors. Residents also evaluate the faculty, their peers, themselves, and the rotation itself. This information is then utilized by the Program Directors in conjunction with medical student and patient evaluations, the CREOG In-Service Exam scores and the USMLE Part III National Exam scores, to fully evaluate the residents' performance on a semi-annual basis. If there are any ongoing issues with the residents which occur other than at the times of the semi-annual evaluations they are addressed in a timely manner, and appropriate action, if any, is taken.

C. Promotion

The Education Committee reviews the performance of all first, second and third year residents during the spring of each academic year, and determines whether or not they are accepted for promotion to the next level of residency. This discussion is based on the 360° evaluations and the general consensus among the teaching faculty, who work closely with the residents during the course of the academic year. At the time of the June Education Committee meeting, each of the five Chief Residents are formally evaluated and approved for graduation and successful completion of the residency program and it is determined whether they have satisfactorily met all of the requirements of the training program and will be approved for graduation by the Education Committee. It is also determined whether they have demonstrated sufficient professional ability to practice competently and independently and have demonstrated sufficient competence to enter practice without direct supervision.

D. Dismissal

Dismissal of a resident is an infrequent occurrence, and may occur as a final outcome after multiple efforts at remediation of the particular resident have been attempted. If significant concerns about the resident's performance are raised, a period of probation and/or remediation may be instituted in which the resident's performance is closely supervised and evaluated. This is arranged in accordance with hospital policy and protocol for the NYPH-Columbia Residency Programs (See Policy for Feedback and Discipline). If at the end of this period the resident's performance is still not felt to be satisfactory by the Education Committee, the Education Committee and Chair of the department will meet to discuss and identify the definitive action to be taken.