This Internal Review Report Form MUST be completed as part of each Internal Review. A written report may also be provided. Reports are due to the Office of Graduate Medical Education within three weeks of the Internal Review site visit date.

RESIDENCY PROGRAM:

Date of Most Recent ACGME Site Visit:

Date of Most Recent ACGME Accreditation Letter:

Most Recent Accreditation Status:

Anticipated Date of Next ACGME Site Visit:

Date of Last Internal Review:

Date of Midpoint of Accreditation Cycle and Status of GMEC Oversight of the Internal Review at that Midpoint (to be completed by Office of Graduate Medical Education):

Date of Site Visit by Internal Review Committee:

Name of Person Completing this Form:

1. List members of the Review Team (include each member’s title and specialty)
   Name          Title          Specialty
2. List the name, title, and specialty of all residents, faculty, and administrative staff interviewed as part of the Internal Review

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<tr>
<th>Name</th>
<th>Title</th>
<th>Specialty</th>
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<tr>
<td>Program Director</td>
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<td>Resident (Peer-Selected)</td>
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3. The following areas must be reviewed/assessed as part of an Internal Review (verify that each of the following areas has been reviewed/assessed by checking each “Yes” box)

Yes

☐ Updated PIF

☐ Accreditation letters from previous ACGME site reviews and any progress reports sent to the RRC

☐ Reports from previous Internal Reviews of the program

☐ Most Recent ACGME Resident Survey Results

☐ Interviews with all residents or peer-selected residents from each level of training, Program Director, faculty, the Designated Institutional Official and staff as deemed appropriate

☐ Compliance with ACGME Institutional, Common, and Program-specific requirements

☐ Educational objectives/curriculum of the program and program’s effectiveness in meeting those objectives

☐ Adequacy of educational and financial resources

☐ Effectiveness of the program in addressing areas of non-compliance and concerns in previous internal reviews

☐ The effectiveness of the program in using evaluation tools and outcome measures to assess a resident’s level of competence in each of the ACGME general competencies

Annual program improvement efforts in: resident performance using aggregated resident data; faculty development; graduate performance including performance on certification exams; program quality

4. Provide a brief description of how the review process was conducted:

Provide an appraisal of the following:

5. Educational objectives of the program:

6. The effectiveness of the program in meeting its objectives:

7. The adequacy of available educational and financial resources to support the program:

8. What teaching strategies, using defined knowledge, skills, behaviors, and attitudes, is the program using to demonstrate that each resident achieves competence in the following areas:

   • Patient Care -
   • Medical Knowledge -
   • Practice-Based Learning and Improvement -
   • Interpersonal and Communication Skills -
   • Professionalism -
9. What evaluation tools is the program using to effectively assess each resident’s level of competence in each of the following areas:
   - Patient Care -
   - Medical Knowledge -
   - Practice-Based Learning and Improvement -
   - Interpersonal and Communication Skills -
   - Professionalism -
   - Systems-Based Practice -

10. What general outcome measures from education and clinical practice has the program developed to assess the ACGME competencies listed above (QI projects, graduate follow-up studies, satisfaction surveys, program In Training Exams and Board Results, annual program evaluations, etc.)?

11. Outline how the program has implemented a process that links educational outcomes of the residents with the program improvement:

12. How does the program develop a personal plan of growth and improvement for each individual resident/fellow:

13. The effectiveness of the program in addressing faculty development:

14. Discuss any current areas of non-compliance with the Institutional, Common, or specialty/subspecialty requirements:

15. List citations from the previous ACGME accreditation letter and summarize whether the program has corrected each item:

16. List areas of concern from the most recent Internal Review of the program and summarize whether the program has corrected each item:

17. List positive attributes of the program:

18. List areas of concern that need to be addressed:

19. Additional recommendations:

   Date Internal Review Report accepted by GMEC:

   GMEC-Required Follow-Up

   Revised 6/1/2010