

Family Practice Residency Program
Lead Faculty for Assessment & Evaluation

Education Deliverables

Together with the Site Directors and other Site Faculty, the Lead Faculty form a "matrix" type of management organization for the Residency Program. The incumbent will report to the Program Director and Postgraduate Education Committee. The lead faculty for faculty development will be responsible for overall coordination of UBC Family Practice Residency Program across all sites in the area of Evaluation. The position is a part time appointment and will be remunerated at the rate of 2 sessions per week.

Responsibilities:

- a) To coordinate Evaluation activities across all sites
 - Regular communication with Site Faculty including meetings, teleconferences, site visits and retreats
 - Dissemination of materials from other sources
 - Taking successful solutions or pilot projects from one site and spreading these to other sites.
- b) Ongoing strategic planning in the area of Evaluation.
- c) To develop the infrastructure for effective functioning of Evaluation processes.
- d) To develop program-wide policies in the area of Evaluation
 - In accordance with CFPC accreditation guidelines
 - In accordance with UBC Family Practice Dept. values, goals and objectives
 - In cooperation with Site Faculty
- e) To help implement program-wide policy
 - Develops implementation strategies and identifies existing resources at sites and centrally
 - Works with Site Directors and Site Faculty acting as a facilitator.
- f) To ensure a consistent level of activity in the area of Evaluation across all sites
 - Together with Site Faculty, ensures that budget resources in the area of Evaluation are utilized efficiently and equitably
- g) To chair the Committee on Evaluation

- h) To act as a resource for Site Director/Evaluation Site Faculty for one-on-one solution of problems, e.g. helping to deal with a particular resident in difficulty.
- i) To provide Faculty Development for the Site Directors, Site Faculty and Community Preceptors in the area of Evaluation.
- j) Liaison with
 - Undergraduate Family Medicine Program,
 - Other Departments in the Faculty of Medicine and other UBC Departments and Programs,
 - The Clinical Competence Program of B.C.
 - Other Canadian Medical Schools
 - The CFPC National Committee on Evaluation
- k) Development of Scholarly Activity

Specific Tasks:

- a) Introducing video equipment in Community Practices for the purpose of evaluating
- b) Resident performance
- c) Development of Evaluation Forms and Procedures
- d) Developing a policy for dealing with "residents in difficulty"
- e) Development of Simulated Office Oral examinations at all sites

Time Allocated: FTE .3 (\$52,500/annum)

Reports to: Dr Willa Henry- Postgraduate Program Director

v. Dec. 3, 2003