

# Residency Coordinator Network Group Highlights

October 18, 2023

1. **Welcome and Introductions**
2. **“Getting to Know You” questions**
  - a. What was the first movie that you saw in a theater?
  - b. Are you planning to attend the ACGME Conference in Orlando in March? NCOPPE hosts a dinner for our partners at the ACGME Conference. If you are planning to attend or if someone from your program is planning to participate in the conference, please let us know so we can invite you to dinner.
3. **ACGME Says** (Each time we host a network session, we will pick and discuss one or two different regulations from ACGME. What does it mean? How do you interpret it? How do you implement it?)
  - a. **IV.B.3 Institutional GME Policies and Procedures: Resident/Fellow Appointments** – an applicant invited to interview for a resident/fellow position must be informed, in writing or by electronic means, of the terms, conditions, and benefits of appointment to the ACGME-accredited program, either in effect at the time of the interview or that will be in effect at the time of the applicant’s eventual appointments  
**Information that is provided must include:**
    - Stipends, benefits, professional liability coverage, and disability insurance accessible to residents/fellows
    - Institutional policies for vacation and leaves of absence, including medical, parental, and caregiver leaves of absence
    - Health insurance accessible to residents/fellows and their eligible dependents.

**How do you acknowledge that applicants received the information and demonstrate record retention? Ideas included:**

- One program emails the documents as attachments to the invitation to interview and uses the applicant's response to that email as acknowledgment.
- Another program uses ERAS and sends an email including instructions, links to online policies, a sample contract, etc. All of the returned signed documents are stored electronically. Use a Google form for the applicant to complete, confirming their acknowledgment of receiving the documents.
- Using DocuSign, which has options for initialing different document sections, all involved parties receive a copy once all signatures have been gathered.
- Using New Innovations to track documentation through the use of a checklist.

**Interviewing Season Discussion** – It is common for traditional residency programs to interview ten applicants per slot.

- b. **I.B.5 Oversight: Participating Sites** – Participating sites should not require excessive travel without appropriate housing provisions. When daily commuting is needed, no more than one hour of travel time each way should be expected.

**Housing Poll:** For required out-rotations, your program provides (select all that apply):

- An allowance and resident find their housing (67%)
- An allowance and the program assist in finding housing (33%)
- Designated housing at out-rotation sites (hospital-owned (33%)apartments/condos, student housing, etc.)
- Rotation site provides housing

Dana shared the following resource for those struggling to find housing for out-rotations: Furnished Finder: <https://www.furnishedfinder.com>.

Lisa shared an idea that she heard from another program. They are partnering with state universities with extra dorm rooms or apartments on campus that they are not using due to lower enrollment trends. The universities can provide low-cost, short-term housing for residents on rotation.

**4. Upcoming Events:**

- a. [Osteopathic Approach to Pediatrics](#), November 1, 2023, 12:00-2:00 p.m. CST.
- b. [Interdisciplinary Biomedical Research Symposium](#), November 11, 2023.
- c. [Integrating OMM into the Management of Rheumatological Conditions](#), December 6, 2023, noon-1:00 p.m. CST.
- d. [Introduction to OMM for MDs and DOs](#), May 20-23, 2024.