

EVALUATION

All components of an AOA approved intern or residency program must be evaluated. This evaluation must be related to the educational objectives of the program and shall include clinical experiences, intellectual abilities and skills, and attitudes and interpersonal relationships.

Evaluation of The Intern/Resident Training Program:

- While a training program contains an important patient service component, it must be primarily an educational experience. This educational mission must not be compromised by an excessive reliance on interns or residents to fulfill institutional service obligations. To monitor this educational process, provision should be made for various levels of program evaluation. The results of these evaluations should be used to continually improve the program.
- At the completion of each rotation, the intern/resident shall evaluate the rotation. These evaluations shall be reviewed by the DME or Program Director for the respective program; and maintained on file by the Office of Medical Education. Evidence of evaluations must be available during program inspection.
- The DME or Program Director shall evaluate each rotation at least monthly to determine the amount of work being required of the interns/residents to ensure that they are not overburdened with routine responsibilities and that they have the opportunity to observe a sufficient variety of cases. These evaluations shall be reviewed with the appropriate individuals or departments. Evidence of evaluation must be available during AOA program inspection.
- The Education Committee shall evaluate the intern training program quarterly. When necessary, the committee shall approve affiliations within the scope of AOA policies and procedures. A description of the AOA policies and procedures governing approval of affiliations can be obtained from the Division of Postdoctoral Training. Evidence of evaluation must be available during program inspection.

Intern Evaluation:

- At the completion of each rotation, the intern shall be evaluated by the appropriate faculty member. This evaluation shall be signed by the assigned faculty member and the intern; reviewed by the DME, and maintained on file in the medical education office.
- The DME and the education committee shall review the performance of every intern on a quarterly basis to ensure that educational objectives are being met.

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- Prior to early termination of an intern contract, the institution shall provide the intern with appropriate warning and counseling. The assigned faculty member is responsible for documenting deficiencies and attempting to resolve concerns with the intern.
- In cases of early termination of an intern contract, the DME shall provide the intern with documentation regarding which rotations, if any, were completed satisfactorily. In cases of early termination or unsatisfactory completion of an intern contract, the AOA Postdoctoral Division must be promptly notified and the terminated contract submitted to AOA.
- If the intern is accepted into another intern training program, that program's DME has the authority to determine which, if any, rotations from previous AOA-approved programs will be accepted for advanced standing.

Resident Evaluation:

- The DME must conduct an in-hospital evaluation of the residency program to determine whether the program is meeting its stated goals.
- Program evaluation should determine the competency level of the residents.
- Postdoctoral training is an important function of the sponsoring institution and should be given primary consideration. The sponsoring institution and training site shall evaluate the program director and the residents to ensure a strong program.