

CTU 1 & 2 FACULTY EXPECTATIONS

Staff Handover Weekdays: Staff for Team 1 and 2 will do handover before 8 am or after 9 pm by a previously agreed method.

Staff Handover Weekends: Staff to arrive at 0800 hrs. and handover will occur on 3C either in person or by phone.

Service Handover: Will occur on Monday morning in person after Division of General Pediatric Rounds.

Daily Schedule for Weekdays:

- Staff for Team 1 & Team 2 are expected to be present within the hospital from 0800-1700 hrs.
- At 0900 hrs. the staff and senior resident will meet to decide on discharges.
- At 0915 hrs. the staff or senior resident will attend the huddle to discuss discharges with the charge nurses
- Admissions to the teams will occur as follows; from 0800 to 1700 hrs. admissions on even days will go to Team 2 and on odd days will go to Team1. After 1700 hrs. admissions throughout the night would alternate between Team 1 and Team 2. It will be easiest to admit to the team of the admitting clerk or resident. The senior resident will need to balance the admissions to keep the numbers even on both teams.

Orientation:

- All learners will receive a welcome email from the General Pediatric Administrative staff one week prior to their rotation starting.
- Learners will be expected to arrive for handover at 0715 hrs. at the start of their rotation.
- The attending will meet the senior resident at 0900 hrs. to review objectives and sign the learning contract.
- The attending will meet the junior resident and other learners at 0930 hrs. to review objectives and sign the learning contract.
- Orientation will be a shared responsibility of the faculty and SPR. Use the orientation checklist as a guide.

This would also be an opportune time to discuss the residents' vacations, half day, make arrangements for mini MAS, and set time to discuss the mid-rotation and end-rotation evaluations.

Evaluations:

- CTU staff are expected to do mid-rotation feedback with each learner informally after each week of service. If there are concerns with any of the residents' performance, the evaluation must be in writing. An evaluation is available on WebEval or contact Dr. Ladhani/Shirley Ferguson, who can send you a form.
- After each 2-week block, the staff is to give formal feedback in writing to all learners and face-to-face feedback.
- A mini-MAS for every pediatric resident must occur once per week (it is the resident's responsibility to plan ahead to ensure that this is completed).
- The Clerks need 1 mini-CEX during their ward rotation from the attending.
- All mini-MASs should be an observed clinical encounter.
- Each attending will do one handover mini-CEX during a 2-week block.
- The handover mini CEX is an observation of the evening handover by the Senior and Junior Residents.
- There is a provider and recipient form.
- <http://www.macpeds.com/documents/HandoffEducationprovider.pdf>
- <http://www.macpeds.com/documents/Handoffcexreceptient.pdf>

Teaching:

- CBL cases have been developed for the CTU 1 and 2 rotation
- These will comprise of a case, objectives and articles that will be available to all learners ahead of time.
- The faculty/SPR will facilitate when these cases will be discussed.
- A minimum of 5 cases need to be worked through by all learners in a 2-week period.
- There will be teaching on Monday and Thursdays 1500-1600 hrs.
- All residents will have morning teaching on Monday, Tuesday, Wednesday and Thursday 0800-0900 hrs.
- Friday morning 0800-0900 will be used for the case based teaching modules.

Rounding:

- It is highly recommended that rounds be conducted in a walk around fashion.
- The Senior Resident is to act as a Junior Attending with appropriate supervision.
- At minimum each patient should be seen by all learners at least once per week.

Miller's Assessment Pyramid

