First Trimester June - October

Program Reminders for the first Trimester

- Ambulatory Observation complete 1 by end of academic year during RAC
- Upload <u>23-24 Journal Club</u> (once presented)
- Fellowships begin reviewing applications by July 21
- Influenza Vaccine due end of October
- Any MedHub Learning Portfolio Entries
- NEJM Rotation Prep

Items due at the end of this trimester: October 22

- Complete Outstanding MedHub Evaluations
- Check MedHub for any missing evaluations
- Complete Outstanding NEJM Quizzes
- Submit R3 Scholarly Activity Plan AY 23-24 by end of trimester
- Upload 23-24 R2-R3 Final (Large) Scholarship Product

Program items

IMRP Website - Heartbeat: Who to contact, where to report, curriculum, policies, etc.

<u>IMRP Missed Deadline Policy</u> – Formal policy on consequences for failure to meet program requirements (i.e. unexcused WES absences, missing deadlines for module completion, TB testing, etc.) You are responsible for understanding this policy.

Second Trimester October - February

Program Reminders for the Second Trimester

- ABIM Board registration opens Dec 1st
- Fellowship Match Day 11/29/23
- Apply for full license Dec 31st
- Ambulatory Observation complete 1 by end of academic year during RAC
- Upload 23-24 Journal Club (once presented)
- Any MedHub Learning Portfolio Entries
- NEJM Rotation Prep

Items to Complete During Clinic Block

Continuity Clinic Observation

A Block Due Dates	B Block Due Dates
Block 1: Nov 19	Block 2: Dec 17
Block 3: Jan 28	Block 4: Feb 25

Items due at the end of this trimester: February 25

- Submit Scholarship Plan
- Meet with R1 near-peer scholarship mentee
- Complete Outstanding MedHub Evaluations
- Check MedHub for any missing evaluations
- Complete Outstanding NEJM Quizzes

Program items

IMRP Website – Heartbeat: Who to contact, where to report, curriculum, policies, etc.

<u>IMRP Missed Deadline Policy</u> – Formal policy on consequences for failure to meet program requirements (i.e. unexcused WES absences, missing deadlines for module completion, TB testing, etc.) You are responsible for understanding this policy.

Third Trimester March - June

Program Reminders for the Third Trimester

- Apply for DEA credentialing March 1st check to see if future employer will pay for this
- ABIM Board registration due April 15th
- Ambulatory Observation complete 1 by end of academic year during RAC
- <u>Journal Club Presentation</u> Reminder to upload once you've presented
- Any MedHub Learning Portfolio Entries
- NEJM Rotation Prep

Items due at the end of this trimester: June 14

- Meet with R1 near-peer scholarship mentee
- Submit summary of research, citations, mentors
- 23-24 Summary of Research for ACGME
- Upload Patient Surveys Due last ambulatory block
- Upload QI/Panel Management Summary: <u>UCH</u> <u>VA</u> <u>DH</u>
- Complete Outstanding MedHub Evaluations
- Check MedHub for any missing evaluations
- Complete Outstanding NEJM Quizzes

Program items

IMRP Website – Heartbeat: Who to contact, where to report, curriculum, policies, etc.

<u>IMRP Missed Deadline Policy</u> – Formal policy on consequences for failure to meet program requirements (i.e. unexcused WES absences, missing deadlines for module completion, TB testing, etc.) You are responsible for understanding this policy.

MedHub Learning Portfolio

Items that should go into your portfolio and what type of entry to enter them as:

To Upload:	Type of Entry:
Conference invites and presentations	General Entry

How to name portfolio entries:

<u>Last Name</u>, First Name – AY, type of entry Example: Doe, John 23-24 ATS Invite

How to Self-Initiate an Evaluation – Observation Forms

For Residents:

- 1. Log into MedHub
- 2. Click on the Evaluation Tab
- 3. Scroll to the bottom of the page where you will see this box:

Request Performance Evaluation

4. Observation form types: How to choose

• Ambulatory Observation: Can be done during RAC, any elective, any ambulatory rotation

• Clinic Observation: Can only be done at clinic during clinic block

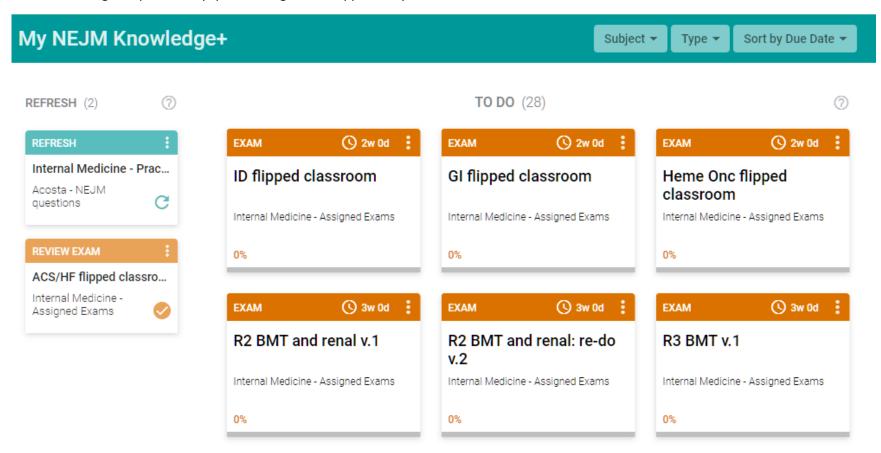
• Inpatient Observation: Ideally done on VA Wards, VA Swing, UCH Wards, UCH Swing, can be done on any

In-patient rotation

- 5. Select Faculty member from drop down list
- 6. Complete Evaluation

New England Journal of Medicine (NEJM)

You will be assigned quizzes. Any quizzes assigned will appear on your dashboard like this.



To sign into Knowledge+ for completion of modules and quizzes, click anywhere here

You will also use NEJM 360 for Rotation Prep, for that link, click anywhere here