



Sam Houston State University

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

COLLEGE OF OSTEOPATHIC MEDICINE GRADUATE MEDICAL EDUCATION

Sam Houston Regional Education Consortium (SHREC)

SUPERVISION POLICY

Origination date: 7/31/2022	Policy owner: Graduate Medical Education Administration
Effective date:	Policy contact: Graduate Medical Education Institutional Coordinator
Last review date: 8/01/2022	ACGME Institutional Requirement #: IV.J., IV.J.1., IV.J.2.

SCOPE:

This policy applies to all applicants to Accreditation Council of Graduate Medical Education (ACGME)-accredited Programs at Sam Houston State University College of Osteopathic Medicine (SHSU-COM).

PURPOSE:

To ensure that the SHSU-COM Graduate Medical Education (GME) Programs provide appropriate supervision for all Residents/Fellows that is consistent with proper and safe patient care, the educational needs of Residents/Fellows, and the applicable ACGME Review Committee (RC) and Common Program Requirements.

To ensure sufficient institutional and/or Programmatic oversight to assure that Residents/Fellows are appropriately supervised, meaning that a Resident/Fellow is supervised by the teaching Faculty in such a way that the Residents/Fellows assume progressively increasing responsibility according to their level of education, knowledge, skills, experience, and judgment.

To ensure that on-call schedules for teaching faculty are structured so that supervision is readily available to Residents/Fellows on duty.

To ensure that the level of responsibility accorded to each Resident/Fellow is determined by the Program Director and the teaching faculty.

POLICY:

PROGRAM RESPONSIBILITY

It is the responsibility of individual Program Directors to establish detailed written policies describing Resident/Fellow supervision at each level for their respective Programs. The policies must be maintained in the Program Manual.

The requirements for on-site supervision will be established by the Program Director for each Program in accordance with ACGME guidelines and should be monitored through periodic Program reviews, with institutional oversight through the GMEC internal review process. On-site supervision may be:

- Direct Supervision
 - the supervising physician is physically present with the Resident/Fellow and patient
- Indirect Supervision



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- supervision immediately available by the supervising physician who is physically within the clinical site of patient care and is immediately available to provide direct supervision, or
- direct supervision available by the supervising physician who is not physically present within the clinical site of patient care but is immediately available by phone and/or other electronic modalities and is available to provide direct supervision.
- **Oversight**
 - The supervising physician is available to provide review of procedures/encounters with feedback provided after the care is delivered

Residents/Fellows may request the physical presence of an attending at any time and are never to be refused.

Residents/Fellows are expected to

- Know and follow their Program's policies for when they must always contact their supervisor, including when they are uncertain or if a patient has a change in status
- Present data to their supervisor accurately, and to let their supervisor know if they omitted part of the exam
- Provide feedback to their supervisor regarding what was helpful

Programs should establish policies that support effective supervisor behaviors such as:

- Set clear expectations of:
 - When to call
 - Situations in which Residents/Fellows should always call
 - How to call - provide accurate pager/phone numbers
 - Residents/Fellows' roles in the care of the patient
- Create a safe learning environment
 - Reassure the Resident/Fellow that it is always appropriate to call if uncertain
 - Recognize and address uncertainty in the Resident/Fellow
- Be readily available
 - Answer pages and phone calls promptly
 - Planned communication (schedule times for calls)
- Balance supervision with Resident/Fellow autonomy
 - Provide input but do not take over the case
- Be respectful
 - Be patient with the Resident/Fellow regardless of time of day
 - Do not yell at or belittle a Resident/Fellow



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LINKED/RELATED POLICIES: N/A

REFERENCES/AUTHORITIES:

- Institutional Requirements, Accreditation Council for Graduate Medical Education, 2022 [ACGME Common Program Requirements](#)