**EPFM QUARTERLY ADVISOR MEETING DATE OF MEETING:**

RESIDENT NAME: PGY LEVEL: 1 2 3

ADVISOR NAME: QUARTER: 1 2 3 4

Osteopathic Track? Yes No

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1. PROFESSIONAL/CAREER GOALS AFTER RESIDENCY:
2. CURRICULUM BLOCK SCHEDULE REVIEW (see attached): Confirmed correct / Needs changes

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1. ELECTIVE PLANNING:
   1. Map out for at least the next 6 months
   2. Are any Away Rotations being planned?
2. EXTENSION OF RESIDENCY? Yes / No
   1. For what reason?
   2. Length of time? Review graduation date.

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1. STANDING: Resident in Good Standing / Resident in Difficulty [Initial/Intermediate/Intensive]
   1. Progress on Remediation Plan, if applicable
   2. Next steps, if applicable
2. OBSTETRICS: (refer to procedure log)
   1. Independent with C/S first assists? Yes / No
   2. Signed-off for FSE’s and IUPC’s? Yes / No
   3. Completed ABFM Maternity Care KSA? Yes / No
   4. Planning to continue OB post-residency? Yes / No
   5. Numbers: Vaginal Deliveries \_\_\_\_\_\_\_ C/S assists \_\_\_\_\_\_\_\_ Continuity deliveries\_\_\_\_\_\_\_\_
3. NEW INNOVATIONS DATA REVIEW: (see attachments)
   1. Procedures Log: is this up to date? Missing any desired procedures?
   2. Duty hours log: is this up to date? Any pattern of violations?
4. GRAND ROUNDS REVIEW: (skip this section for R1’s)
   1. Review the 12-month schedule (attached)
   2. Patient case identified?
   3. Review process of review with Paul & Eloi

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1. SCHOLARLY ACTIVITY REVIEW:
   1. Topic/Title?
   2. Partners?
   3. Advisor?
   4. Next steps?
   5. Anticipated date of completion?

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1. QUALITY IMPROVEMENT PROJECT REVIEW:
   1. Topic/Title?
   2. Partners?
   3. Advisor?
   4. Next steps?
   5. Anticipated date of completion?

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1. MILESTONES REVIEW: (to be done at Qtr 2 & 4 meetings only)
   1. Self-evaluation
   2. Faculty evaluation
   3. Review strengths and areas for improvement
2. LIFE SAFETY COURSES:
   1. ALSO completed as an R1?
   2. Recertification required in BLS and NRP late in R2 year
   3. ACLS and PALS are optional

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1. EXAMS:
   1. Does resident need to schedule an exam?
      1. R1’s = Step 3 to be done in spring, schedule in fall
      2. R3’s = ABFM Boards to be done in spring, schedule in fall
      3. Osteopathic Track = ABOFP Boards are optional
   2. Review most recent In-Training Exam scores (see attachment)
   3. Review resident’s study plan

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1. CLINIC NUMBERS: (see attached)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Goals by Qtr's end:** | | Qtr 1 | Qtr 2 | Qtr 3 | Qtr 4 |
|  | R1 | 50 | 100 | 150 | 200 |
|  | R2 | 340 | 480 | 610 | 750 |
|  | R3 | 1000 | 1250 | 1500 | 1750 |

1. GSH/EPFM COMMITTEE INVOLVEMENT? Yes/No (Which committees?)

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1. SELF-CARE & WELLNESS:
   1. Vacation/CME planning
   2. Outside activities to provide balance?
   3. Burn-out discussion?
   4. Any actions needed here?

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1. GRADUATION REQUIREMENTS: (review starting Qtr 3 of R2 year)
   1. Grand Rounds – 2 presentations
   2. Scholarly Activity completed
   3. QI project completed
   4. All HSM tasks completed and signed-off
   5. Committee involvement
   6. 50 points of ABFM modules completed
   7. Clinic numbers sufficient: need 1650 minimum
   8. ABFM Boards scheduled or completed
   9. Home visits – at least two
   10. Osteopathic Didactics presentations, if applicable

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1. ADDITIONAL RESIDENT COMMENTS/CONCERNS: (Self-identified strengths/weaknesses?)
2. ADDITIONAL ADVISOR COMMENTS/CONCERNS:
3. RESIDENT ACTIONS NEEDED IN NEXT 3 MONTHS, AND DUE DATES:

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RESIDENT SIGNATURE & DATE ADVISOR SIGNATURE & DATE