**Program: Critical Care Medicine**

**Policy: Clinical Competency Committee (CCC)**

Program Director: Danielle Davison, MD

Associate Program Director: Katrina Hawkins, MD

Last Revision: July, 2015

**Clinical Competency Committee: Critical Care Medicine**

**Roles and Responsibilities**

**Purpose:** To monitor and assess the competency of each critical care fellow trainee as they progress through fellowship. The committee will serve to assist the program director in assessing competency (using milestone format), need for remediation, and provide feedback.

**Members of the Committee:** The CCC will be chaired by Dr. Katrina Hawkins. Other members of the committee include Drs. Michael Seneff, Christopher Junker, Danielle Davison, Babak Sarani, and Jacqueline Honig. Physician Assistant, Amy Vota and Heather Rickman, Lead PAC and nursing director, respectively (or their designee) are also present.

**Timing:** The committee meets semi-annually- November and May.

**Measures of Performance Reviewed:** The CCC will review the following data on each fellow:

1. Quarterly Evaluations
2. 360 Evaluations
3. Procedure Competency
4. Review of complaints and compliments/significant events
5. Quality improvement or patient safety activities and participation
6. Handoff observations
7. Research Projects
8. In-Service Exam

**Final Recommendations:**  Final recommendations on each fellow will be given to the program director in the form of minutes and summary. Data will be synthesized in a manner easily constructed into the milestone format. A remediation plan will be defined when appropriate. The final report will be shared with the fellow during the Semi-annual evaluation given by the program director.