SAUSHEC ADOLESCENT MEDICINE FELLOWSHIP
SUPERVISION POLICY

The SAMMC Adolescent Medicine Clinic provides clinical instruction to multiple levels of residents including Adolescent Medicine fellows. Adolescent Medicine fellows are board-eligible or board-certified physicians in Pediatrics, Internal Medicine, or Family Medicine residency. Adolescent Medicine Fellowship is a 2-3 year program that allows the trainee to acquire the medical knowledge, interpersonal and communication skills, and teaching ability to serve as and subspecialist in Adolescent Medicine. Part of this training is taking progressive responsibility for seeing patients independently and supervising patient encounters conducted by residents. To further this mission we use the following supervision policy in our program.

Outpatient:
Resident Supervision:
Adolescent Medicine Staff are present in clinic and immediately available for consultation on all patients. All resident encounters are supervised by an Adolescent Medicine Staff or Fellow. The staff or fellow will discuss the case with the resident and then go to the patient room, review the key components of the history and/or physical with the patient and/or parent, assist with the development of the assessment and plan, and then assist with patient/parent education about the assessment and plan. The note is then transferred to the fellow or staff attending who supervised the encounter for review, provision of an attestation statement documenting the level of supervisor involvement in the case, revision of the note or addition of additional history and/or physical exam as indicated, and signature. Encounters directly supervised by a fellow are sent to the staff attending for that clinic session for second level review, attachment of an attestation statement reflecting the level of involvement by the staff physician, and co-signature. Clinical encounters supervised by an Adolescent Medicine Fellow are not transferred to the staff attending. Fellows are not allowed to supervise residents in the Adolescent Medicine Clinic until at least 3 months of observation in the Adolescent Medicine clinic and a formal evaluation by the CCC and PD that they are qualified to supervise care and teach in the clinic. We also conduct direct observation of each residents care followed by constructive feedback approximately twice during each 4 week rotation.

Fellow Supervision:
All notes reflecting care rendered by Adolescent Medicine Fellows are sent to the staff attending assigned to that clinic session, for attachment of an attestation statement reflecting the level of involvement in the clinic visit, and co-signature. All clinical care by Adolescent Medicine Fellows is discussed with a staff attending at the time of the encounter during the first three months of fellowship. After that period, the developmental progress of the fellow is reviewed by the CCC and PD to determine if the fellow can progress to seeing patients independently with chart review at the end of the clinic session. An Adolescent Medicine staff provider is present in clinic and immediately available for consultation on all patients if the fellow wishes to discuss the care of the patient.

At the end of the first year of fellowship, each first year fellow is reviewed again to determine if they are able to provide outpatient care at outside locations linked to our primary clinic, such as our school-based clinic, under indirect supervision with direct supervision available. All charts are reviewed and co-signed by a staff attending.

All training activities occurring outside of the primary training sites at the San Antonio Military Medical Center are covered by active Memorandums of Understanding, with training letters of agreement that outline the supervision plan and mechanisms for performance feedback to the program director.

Inpatient Care
Consultative Care:
Adolescent Medicine Fellows provide inpatient consults in the hospital under indirect supervision with direct supervision by a staff attending available. All documentation is performed under the fellow’s name and sent to the Policy Reviewed: 2/24/2017
staff attending for co-signature and attachment of an attestation statement documenting the staff provider’s level of involvement in the case. Fellows providing consultative services in the inpatient setting will review all cases with Adolescent Medicine staff with documentation of this in the formal consult. Fellow will update supervising staff of medical status of inpatients over the course of hospitalization and review discharge plans. This occurs through daily review with supervising staff during inpatient consult rotations. All consults are co-signed by a staff attending.

**Direct Inpatient Care:**
During the 3rd year of fellowship, fellows will also perform duties as a “junior ward attending” on the inpatient pediatrics ward. This care is provided under direct supervision by an attending physician.

**Procedural Skills:**
The fellowship does not have a graduated training requirement for acquisition for procedural skills; most procedures required for patient care will have been acquired during the prior residency training with certification of procedural competency by previous program director. However, observation of procedural skills is integrated into the first year of training to verify ongoing competency. For new acquisition of procedural skills, such as subdermal contraception placement and partial nail excision, the fellow will be directly taught and supervised by staff credentialed to perform the procedure and will be notified by staff when competency for independent skill performance has been achieved. This will be documented in the fellows training folder.

**Research:**
All research activities involving human subjects will occur only after approval of the protocol by the appropriate Institutional Review Board. Ongoing research activities by the fellow will be monitored by the program director or associate program director, as well as designated staff researchers involved in the research protocol and their Scholarly Oversight Committee.

**SAUSHEC Resident Supervision Policy:**
The foundation of this general supervision policy is based on the SAUSHEC Resident Supervision Policy regularly updated and reviewed for approval by the SAUSHEC Graduate Medical Education Committee. The program director ultimately assumes overall responsibility for assuring appropriate level of supervision of the fellows and residents in training and for being aware and in compliance with the supervision policies that underpin all GME conducted within SAUSHEC.

Program Director, Adolescent Medicine Fellowship
SAUSHEC