

## Medical education Policy: Faculty Appointment and Removal

Facility: CMC  
Origin Date: December 2019  
Revision Date:  
Sponsor: GMEC

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### 1. PURPOSE:

Carilion Medical Center (CMC) is committed to providing a well-qualified faculty to ensure proper teaching and supervision for fellows, residents and medical students. Faculty members are critical to the functioning of residency and fellowship programs. Program directors have the responsibility to ensure that all who educate residents effectively role model the Core Competencies. There may be faculty in a department who are not part of the educational program. The program director must control who is teaching residents.

### 2. SCOPE:

This Policy applies to all full-time and part-time paid or volunteer faculty associated with the Accreditation Council for Graduate Medical Education (ACGME), Commission on Dental Accreditation (CODA), and Council for Podiatry Medical Education (CPME) accredited post-graduate training programs sponsored by CMC.

### 3. DEFINITIONS:

A. Program or Residency Program refers to an accredited or non-accredited post-graduate medical education program based at Carilion Medical Center.

B. Program Director is the lead physician, dentist or podiatrist appointed by the Institution and registered with the appropriate ACGME Residency Review Committee, CODA, or CPME to provide academic and administrative oversight of the respective Program.

C. Resident refers to all interns, residents, and fellows participating in CC-VTC post-graduate medical education programs.

### 4. PROCEDURE:

A. The program director must have the authority to approve program faculty members for participation in the residency program education at all sites.

Graduate Medical Education

- B. Each program must develop a process for faculty selection. Selection processes should be informed by the specialty RRCs when applicable.
- C. Core faculty members must be designated by the program director. They must be listed in the ACGME ADS system.
- D. The program director must develop and oversee a process to evaluate candidates prior to approval as program faculty members for participation in the residency program education and at least annually thereafter.
- E. The program director must have the authority to remove program faculty members from participation in the residency program education at all sites. Program directors must work with their chairs and participating site directors to facilitate these changes.
- F. Any non-physician faculty members who participate in residency program education must be approved by the program director.

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| Name            | Title | Dept./Committee | Date              |
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| Donald Kees, MD | DIO   | GMEC            | December 17, 2019 |
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