



Southeast Michigan Center for Medical Education

Our Mission

To develop and support training of outstanding physicians and medical professionals with our members to enhance population health through excellence and innovation in medical education

Our Vision

SEMCME will be the leader to develop and optimize high impact medical education to assist healthcare professionals, including residents, faculty, the practice community, and administrators/directors to achieve and maintain accreditation and certification, thereby enhancing the health and well-being of the communities we serve.

Our Values

Excellence and Innovation
Diversity & Equity & Inclusion
Understanding and Respect
Collaboration & Engagement
Accountability
Teamwork & Well-Being
Evidence Based & Outcomes Driven
Service

Transitional Year Committee Charter

Purpose

To support the mission, vision and values of SEMCME through the development and execution of programs and services related to the Transitional Year Committee.

Goals and Objectives

- Annually develop programs and an agreed upon schedule
 - ✓ Annual Transitional Year Resident Workshop in the Spring that focuses on key topics for TY residents and includes:
 - Breakout sessions with various PGY3 & PGY4 representatives who share their knowledge and experiences through residency
 - Breakout session for TY Program Coordinators to network and discuss current efforts, struggles, challenges and successes within their TY programs
- Confirm program alignment with specific ACGME requirements:
 - ✓ *Meaningful feedback from learners within and across programs*
 - ✓ *JEDI (Justice, Equity, Diversity, Inclusion)*
 - ✓ *Determine if program addresses CLER Quality Improvement objectives*
 - ✓ *Improving learner well-being especially in the context of the COVID pandemic*
- Identify critical resources and support needed for reaching committee goals
 - ✓ Access to committee member facilities including its venue, equipment, resources for the annual workshop
 - ✓ Access to content experts, faculty volunteers
- Confirm meeting schedule and composition of the committee
 - ✓ Meets, as needed, on Mondays at Noon via Zoom
 - ✓ Composition of committee members should include Chair, Program Directors, and/or core faculty
- Share experiences and best practices

Projects/Initiatives

- Are there projects worthy of the committee's efforts?
- Identify and engage appropriate subject matter experts
- Evaluate effectiveness of program design and execution
- Evaluate Key Performance Indicators (KPIs) as a measure of success

Measures of Success (KPIs)

- Registration and attendance data
- Member hospital participation
- Participant surveys
- Feedback from Program Directors and DIOs
- Support improving resident board pass rates and program accreditation status
- Other measures as determined by committee

Responsibilities of Committee Members

- Committee Members will embrace the **EDUCATES** values of SEMCME
- Attend and actively participate in committee meetings
- Facilitate and support the committee in meeting its purpose, goals and objectives
- Monitor and assist in the implementation of the committee's measures of success
- Communicate and update institutional leadership on committee and SEMCME efforts
- Committee members will exhibit the following:
 - ✓ Ability to lead change and be creative
 - ✓ Commitment to excellence
 - ✓ Strong ability to communicate and articulate
 - ✓ Expand institutional participation in programs
 - ✓ Willingness to gather input and suggestions with a knowledge of barriers and solutions
 - ✓ Interest in the efforts of the committee and its relevance to SEMCME sustainability

Structure and Operations

- Committee members, in collaboration with SEMCME, will determine meeting dates, times and frequency that best meet its purpose and goals
- The SEMCME Board of Directors will approve committee membership on an annual basis
- Where applicable, committee shall consist of representatives from each SEMCME member institution
- Membership will be balanced and diverse
- Committee chair can serve renewable 2-year terms
- Committee members can serve renewable 2-year terms
- Meeting minutes will be recorded, reviewed and approved