ABSTRACT: 2019 ELAM Institutional Action Project

**Project Title:** From Annual Program Evaluation to Annual Report: Leveraging Accreditation requirements to communicate GME program quality to institutional stakeholders

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**Topic Category (choose one):** Education

**Background, Significance of project:** Graduate medical education (GME) programs have the potential to achieve collaborative aims in the domains of education, patient care and research. The investments in GME that institutions make can be sustained through transparent communication of outcomes relevant to diverse stakeholders. GME programs are required by the ACGME to complete an annual program evaluation but the specific measures and formatting isn’t standardized. Transitioning this to uniformly presented information regarding outcomes could enable assessment of quality so that the impact of past interventions and potential of proposed changes can be determined. Such a format also would allow for smoother transitions when program, department or institutional leadership changes occur.

**Purpose/Objectives:** The purpose of this project is to develop a pilot of a standardized GME annual report for communication of program quality, achievement of accreditation standards, and current strengths, weaknesses, opportunities and threats (SWOT). This annual report will facilitate program leaders partnering with the GME office, department chair, dean and hospital CEO to guide continuous improvement, collaborative program goals and strategic growth.

**Methods/Approach/Evaluation Strategy:**
A list of relevant outcomes and the methodology for reporting on each was developed based on ACGME accreditation requirements, institutionally relevant measures and other data related to stakeholder strategies. Examples of annual reports and GME “dashboards” from other institutions were reviewed in search of identified best practices. Feedback regarding the proposed measures and domains was sought from members of the office of assessment and evaluation, designated institutional officers (DIOs), deans and sample program directors. An anonymous survey will be completed by stakeholders to generate additional feedback and to measure the impact. After modifications, a preliminary version of the annual report will be implemented for the 2019 annual program evaluation process.

**Outcomes/Results:**
The impact of this process will be determined by the rate of completion of the report components and stakeholder satisfaction. The stakeholder satisfaction survey will include questions about the usefulness and availability of outcome measures and how the annual report contributed to achieving cooperative action plans. Additionally, the DIO and GME administrative office will review the annual report and SWOT analysis to determine if key concerns were represented and addressed.

**Discussion/Conclusion with Statement of Impact/Potential Impact:**
Achievement of the institution’s strategic initiatives related to GME and enhancements of our programs to attain national distinction depend on stakeholder awareness of program performance. Through increased transparency and collaborative goals, trust can be built regarding the value of GME programs in achieving the quadruple aim. Programs that are struggling in specific areas can receive support from the institution and leadership and strengths can be celebrated. Having a consistent format for presenting the data can facilitate understanding and necessary action steps. Program directors can benefit from having central support from the GME administrative office in gathering components of the data, report compilation and feeling like the strengths and areas for improvement in their program are known to institutional leaders and transitions facilitated.
Graduate medical education (GME) programs have the potential to achieve synergistic goals in the domains of education, patient care and research. The investments that institutions make in GME can be sustained through transparent communication of outcomes relevant to each diverse stakeholder. The Accreditation Council on Graduate Medical Education (ACGME) requires each GME program to complete an Annual Program Evaluation (APE) but the specific measures and formatting aren’t standardized. Transitioning to a uniformly presented format of information regarding outcomes would enable assessment of quality in order to observe the impact of interventions or the potential effects of proposed changes. Such a format would allow for smooth transition when changes occur in program, department or institutional leadership.

The purpose of this pilot project is to develop a standardized GME annual report for communication of program quality, achievement of accreditation standards, and current strengths, weaknesses, opportunities and threats (SWOT). This report will facilitate program leaders partnering with the GME office, department chair, dean and hospital CEO to guide continuous improvement, collaborative goals and strategic growth.

A list of relevant GME outcomes and the methodology for reporting on each was developed from the ACGME accreditation requirements, institutionally relevant measures and other data related to stakeholder strategies (completed).

Examples of annual reports and GME “dashboards” from other institutions were reviewed to identify best practices (completed).

A draft institutional GME program dashboard was created (completed).

Feedback regarding the proposed measures and domains was sought from members of the office of assessment and evaluation, designated institutional officials (DIOs), deans and a sample of program directors (in progress).

An anonymous survey will be completed by stakeholders to generate additional feedback and to measure impact (May 2019).

After modification, a preliminary version of the annual report will be implemented for the 2019 annual program evaluation process (July 2019).

The program SWOT analysis allow for the program leadership to communicate needs and opportunities in order to facilitate collaborative approaches among department, GME and institutional leaders. These are necessary as part of the ACGME Self Study and by incorporating them in the APE and report, they become more meaningful.

Achievement of each stakeholder’s strategic initiatives (institution, sponsor, program) related to GME and enhancements of our programs to attain national distinction depend on awareness of program performance. Through increased transparency and joint goals, trust can be built regarding the value of GME programs. Programs that are struggling in specific areas can receive support from the institution and leadership and strengths can be celebrated. Having a consistent format for presenting the data can facilitate development of and ultimate approval for necessary action steps. Program directors can benefit from having central support from the GME administrative office in gathering components of the data, report compilation and assurance that the strengths and areas necessary for improvement of their program are understood and supported by institutional leaders.

Discussions/Conclusions

The purpose of this pilot project is to develop a standardized GME annual report for communication of program quality, achievement of accreditation standards, and current strengths, weaknesses, opportunities and threats (SWOT). This report will facilitate program leaders partnering with the GME office, department chair, dean and hospital CEO to guide continuous improvement, collaborative goals and strategic growth.

The program SWOT analysis allow for the program leadership to communicate needs and opportunities in order to facilitate collaborative approaches among department, GME and institutional leaders. These are necessary as part of the ACGME Self Study and by incorporating them in the APE and report, they become more meaningful.

Discussion/Conclusions

Achievement of each stakeholder’s strategic initiatives (institution, sponsor, program) related to GME and enhancements of our programs to attain national distinction depend on awareness of program performance. Through increased transparency and joint goals, trust can be built regarding the value of GME programs. Programs that are struggling in specific areas can receive support from the institution and leadership and strengths can be celebrated. Having a consistent format for presenting the data can facilitate development of and ultimate approval for necessary action steps. Program directors can benefit from having central support from the GME administrative office in gathering components of the data, report compilation and assurance that the strengths and areas necessary for improvement of their program are understood and supported by institutional leaders.

Summary

Dashboards and annual reports are useful ways to communicate efficiently and reliably about achievement of goals. Through developing agreement about the most valuable metrics, standards and mechanisms for reporting them, collaborative engagement from stakeholders can support advancement of initiatives related to GME.