

Advanced Heart Failure and Transplant Cardiology

Program Evaluation Committee

The goal of this Program Evaluation Committee (PEC) is to oversee curriculum development and program evaluations for the Advanced Heart Failure and Transplant Cardiology Fellowship. The PEC of Advanced Heart Failure and Transplant Cardiology Fellowship will meet annually. The PEC will have at least three members; two program faculty and one trainee from the program, unless there are not enrolled trainees in the program. Faculty members may include physicians and non-physicians from the Advanced Heart Failure and Transplant Cardiology Fellowship.

The PEC is composed of the following members:

- Chair:
- Faculty:
- Current Clinical Fellows

The committee's responsibilities are to:

- Plan, develop, implement, and evaluate educational activities of the program;
- Review and make recommendations for revision of competency-based curriculum goals and objectives;
- Address areas of non-compliance with ACGME standards;
- Review the program annual using evaluations of faculty, residents or clinical fellows, and others;
- Documents on behalf of the program, formal systematic evaluation of the curriculum at least annual and render a written Annual Program Evaluation (APE), which must be submitted to the Office of Graduate Medical Education (OGME) annually;
- Monitor and track each of the following:
 - Resident performance;
 - Faculty Development;
 - Graduate performance including performance on certifying examination;
 - Program Quality; and
 - Progress in achieving goals set forth in previous year's action plan.
- Review recommendations from the Clinical Competency Committee.

The PEC will be provided with confidential resident/clinical fellow and faculty evaluation data by the program's administrative staff in order to conduct their business. The program director is ultimately responsible for the work of the PEC. The program director must assure that the annual action plan is reviewed and approved by the program's teaching faculty. The approval must be documented in meeting minutes. The program's annual action plan and report on the program's progress on initiatives from the previous year's action plan must be sent to the GME office annually.

Effective: 7/1/2014