

Associate Professor or Professor (Without Tenure), Family Medicine Residency Program Director

Description

The University of Washington's Family Medicine Residency Program Director (PD) is a full-time position responsible for leading the University of Washington's Department of Family Medicine (DFM) graduate medical education programs including our family medicine residency programs based in Seattle and Lake Chelan, WA. This is an exciting time for family medicine residency education at UW Medicine as the DFM is on a journey to transform primary care clinical practice and enhance the learning environment for excellence in residency education. We continue to explore new clinical and educational venues for residency education that embrace the DFM's past while bridging to a new future of accountable, just, and equitable healthcare delivery for all members of our communities.

The Program Director oversees the educational enterprise for a long-standing program of 30 residents recognized for academic achievement and commitment to comprehensive practice along with a newly developed rural training track and fellowships in reproductive and global health. The Program Director is involved in the oversight of the clinical practice sites involved with residency patient care activities. Residents and faculty are highly engaged in scholarly work and represent a wide variety of diverse backgrounds and interests. Positive factors for consideration include, but are not limited to, experience with obstetrical and inpatient care with preferred skills current in either of these areas.

The position will hold a non-tenured faculty appointment at the Associate Professor or Professor level in the clinician-educator track. Academic rank and compensation will be commensurate with experience and qualifications.

Associate Professors and Professors (Without Tenure by reason of funding) hold indefinite appointments that align with a 12-month service period (July 1-June 30). Faculty with 12-month service periods are paid for 11 months of service over a 12-month period (July-June), meaning the equivalent of one month is available for paid time off.

University of Washington faculty engage in teaching, research and service.

The anticipated start date is March 1, 2023, or as soon as possible.

JOB DESCRIPTION

The Residency Program Director (PD) has the authority and accountability for the operation of the University of Washington's Family Medicine Residency Program.

Personal Characteristics:

The PD in this role should demonstrate:

- Excellence in professionalism.
- Commitment to the well-being of residents, faculty, students, and all members of the health care team.
- Commitment to a culture of patient safety and quality, including addressing health care disparities.
- Responsibility and accountability as it relates to safe and effective care to patients; ensuring each resident's development of the skills, knowledge, and attitudes required to become an independent and competent family physician; and establishing a foundation for continued professional growth.
- A commitment to justice, equity, diversity and inclusion, as core tenets of our program.

RESIDENCY EDUCATIONAL ADMINISTRATIVE RESPONSIBILITIES:

The PD administers and maintains an educational environment conducive to educating the residents in each of the ACGME competency areas. These responsibilities include but are not limited to:

- Oversee the didactic and clinical education in all sites that participate in the program
- Approve a local director at the Chelan Rural Training Track who is accountable for resident education
- Approve the selection of program faculty
- Nurture, support and evaluate program faculty
- Monitor resident supervision at all participating sites
- Prepare and submit accurate information required and requested by the ACGME
- Provide each resident with documented semi-annual evaluation of performance
- Ensure compliance with grievance and due process procedures
- Provide verification of residency education for all residents
- Implement policies and procedures for resident duty hours and the working environment
- Monitor resident duty hours according to the UW GME institutional policies
- Adjust resident schedules as needed to mitigate excessive service demands or fatigue, and monitor the need for back-up support when patient care responsibilities are unusually difficult or prolonged
- Implement policies for selection, evaluation and promotion of residents, the supervision of residents, and appropriate disciplinary action.
- The PD is responsible for the residency program's compliance with ACGME and Institutional Requirements and the completion of Internal Review documents and Program Information Documents.

The PD devotes 0.5 FTE per year in residency administration, resident teaching, and resident supervision.

The PD maintains a clinical practice commensurate with their skills and expertise.

The PD oversees the method by which all resident procedures are supervised and evaluated. The PD also oversees a credentialing system for resident procedures.

Family Medical Center Administrative Responsibilities:

The PD is the educational leader of the residency's primary family medicine center at Northgate and Harborview and provides leadership for decisions affecting the residency education and care delivery. The PD has control of the educational activities that occur in the family medicine centers.

The PD serves in several leadership capacities within the Department of Family Medicine and UW Medicine. The successful candidate will be a member of the DFM Leadership Team, oversee Residency Faculty meetings and participate in the WWAMI Programs Directors Quarterly meeting. The PD is a member of the UW Primary Care Northgate Leadership team.

Fiscal Responsibilities:

The PD is responsible for operating the Residency in a fiscally sound manner. This includes the development and review of budgets, development of a fiscal plan, and the involvement of faculty and staff in monitoring and managing resources. The PD should, in collaboration with Executive Vice Chair, review FTE of faculty and staff at least twice per year and ensure job duties and responsibilities are tied to FTE in a thoughtful way, consistently seeking to ensure an efficient and effective staffing model is in place.

Personnel Management:

The PD, in collaboration with the Department Chair, is responsible for the recruitment and management of residency faculty and staff with an intention of building a culture of diversity, equity and inclusion. The PD works closely with the Vice Chair of Finance and Administration and the Associate Director of Education in the management of Residency staff. These responsibilities include regular evaluations and/or appropriate disciplinary action in accordance with institutional policies.

Development of Scholarly Activities:

The PD is responsible for maintaining an educational environment that is conducive to, and encourages scholarly activity by residents and residency faculty. The PD engages in and maintains scholarly activity sufficient for faculty rank.

Organizational Involvement and Representation:

The PD participates in various UW GME and SOM committees, such as the Graduate Medical Education Committee and other committees. The PD supports faculty involvement in appropriate committee work. The PD represents the residency and the UW Medicine in regional and national meetings, such as the UW Residency Network meetings, the national AAFP Residency Leadership Summit, or other meetings when appropriate.

Other Clinical, Teaching, and Leadership Characteristics:

The PD participates fully in the supervision and teaching of residents including supervision of obstetrical deliveries, and participation in the inpatient and outpatient supervision of resident patient care. As such the PD participates fully in the faculty on call system.

The PD maintains a leadership style that respects and encourages collaboration with individuals and groups of individuals across the work spectrum. The PD encourages teamwork and actively promotes professionalism. The PD is competent and sensitive in managing change.

The PD maintains a competent level of business and information systems knowledge.

The PD sets an example as an excellent clinician and teacher.

Reporting Structure:

The PD is administratively based in the Department of Family Medicine and reports directly to the Department Chair for faculty and academic programs. The PD is appointed by the Chair of the Department of Family Medicine. The PD works closely with the DFM Executive Vice Chair on operational and budgetary issues to ensure alignment of clinical and academic programs.

Qualifications

Applicants are required to have an MD, DO, or foreign equivalent with current certification by the American Board of Family Medicine.

- Washington State Medical License (Drug Enforcement Agency, and National Provider Identifier)
- Board certified in Family Medicine
- Minimum of 5 years of full-time professional activity as a family physician
- Minimum of 2 years of prior teaching experience in a family medicine residency

In order to be eligible for University sponsorship for an H-1B visa, graduates of foreign (non-U.S.) medical schools must show successful completion of all 3 steps of the U.S. Medical Licensing Exam (USMLE) or equivalent as determined by the Secretary of Health and Human Services.

Application Instructions

Applicants should apply with a letter of interest, statement of past and planned contributions to diversity, equity and inclusion (i.e. diversity statement), curriculum vitae and contact information for at least two references at <https://apply.interfolio.com/114772>

Informal inquiries can be sent to Paul A. James, MD, Professor and Chair, Department of Family Medicine, UW Box 356390, Seattle, Washington 98195, or by email to the DFM Chair Office dfmchair@uw.edu