

NORTHWESTERN UNIVERSITY FEINBERG SCHOOL OF MEDICINE  
DEPARTMENT OF SURGERY  
POLICIES & PROCEDURES

## Conference Attendance Policy

Revised November 2017

### PURPOSE

To clarify required conference attendance for Dept of Surgery residents during their clinical years

### PERSONS INVOLVED

Categorical & Non-designated Preliminary Residents.

### PROCEDURES

The Department of Surgery (DoS) requires that residents attend a minimum of 75% of each of the department's educational conferences during a clinical year. Attendance is documented through "sign in" sheets and all residents must sign in for themselves and be present for the entire conference. Attendance data is calculated twice per year. Residents who are present at less than 75% of any required teaching conference will be given low scores on their milestone professional evaluations. The 25% absence allowance is for time away on vacation, fellowship interviews, illness, patient emergencies, or other reasons. Residents on authorized medical or maternity leave are excused from conference attendance. For additional rotation specific conferences please refer to the rotation's learning objectives document. Please see the listing below for your conference attendance expectations.

Conferences	Audience	NMH GS rotations <sup>†</sup>	Lurie Children's	MacNeal & VA	NMH non-GS rotations	CDH	Cook County
Grand Rounds*	PGY 1-5	Required	Named Lectures only**	Required***	Excused	Excused	Excused
Resident Seminar Series*	PGY 1-5	Required	Excused	Required	Excused	Excused	Excused
Resident Roundtable	PGY 1-5	Required	Excused	Required	Excused	Excused	Excused
Skills Lab	PGY 1-5	Required except Nt. Float/SICU Nights	Required	Required. Post call resident excused after 10am	Required	Required	Excused
Core Curriculum	PGY 1-5	Required except Nt. Float/SICU Nights	Excused	Required. Post call resident excused after 10am	Excused	Excused	Excused
PGY1 Conference	PGY 1	Required except Nt. Float/SICU Nights	Excused	Required. Post call resident excused after 10am	Excused	Excused	Excused
Resident as Teacher	PGY 2 & 4	Required except Nt. Float/SICU Nights	Required	Required. Post call resident excused after 10am	Required	Excused	Excused
Quality Improvement	PGY 2 & 3	Required except Nt. Float/SICU Nights	Required	Required. Post call resident excused after 10am	Required	Excused	Excused
NMH DOS M&M	PGY 1-5	Required	Attend Lurie's Clinical Case Review	Attend MacNeal / VA M&M	Attend service appropriate M&M	Excused	Excused

<sup>†</sup>NMH GS rotations include: Acute Care Surgery, Blue, Breast, Colorectal, Endocrine, GI/MIS, McGee, Mueller, Night Float, Plastics, SICU (day & night), Surg Onc, Thoracic, Transplant & Vascular.

\*Please note: Residents from all specialties are welcome and encouraged to attend these conferences.

\*\*Named Lectures include the Bergan, Davis, Mayo, Method, Rolfe, Shields, SOQIC and Ujiki Lectureships.

\*\*\*Residents rotating at MacNeal must attend Named Lectureships\*\* in person at NMH, unless post-call.