

## Rural GME Rotation Timeline

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Pre-Residency Involvement	Residency Involvement Confirmed	
Month 1:	Month 2:	Month 3:
Tour Facility & Assess Opportunities		
Conduct informational session for Medical Staff, Hospital Board, Nursing, & other Administrative Staff if desired		
Determine Physician & Admin Champion		
Determine any funding opportunities		
Select Rotation Site Director		
Select primary and any additional faculty & determine frequency of resident rotations		
Develop sample rotation structure		
Determine resident housing options		
Produce Rural Rotation Info Sheet		
Market rotations to residency programs		
	Adjust curriculum & rotation schedule to needs of residency	
	Draft Program Letter of Agreement and Rotation Agreement between Rotation Site and Residency	
	Develop Goals & Objectives along with Residency Program Director	
	Set up templates for credentialing, EMR, and any other access	
	Training: Supervision, Documentation, Duty Hours, Fatigue, Evaluations, Scheduling	
	Select Scheduling Coordinator	
		Obtain signatures and complete PLA & Rotation Agreements
		Begin scheduling residents for rotations

