

**Rotation:
Hospital Administration Elective**

Goals:

1. Demonstrate hospital administrative services relevant to the practice of hospital-based medicine.
2. Improve quality and cost effectiveness of patient care.
3. As time permits, participate in the care of intensive care patients with a hospital-based intensivist.

Objectives:

By the end of the Hospital Administration Elective rotation, PGY-1 residents are expected to expand and cultivate skills and knowledge learned during previous training and to achieve the following objectives based on the six general competencies. The resident should exhibit an increasing level of responsibility and independency as he or she progresses throughout the year.

Competency	Required Skill(s)	Teaching Method(s)	Formative Evaluation Method(s)	Frequency of Evaluation
Patient Care	SPECIALTY SPECIFIC OBJECTIVES			
Medical Knowledge	SPECIALTY SPECIFIC OBJECTIVES			
Practice Based Learning and Improvement	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
	Create and complete a small performance improvement project			
Interpersonal and Communication Skills	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
Professionalism	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
Systems-Based Practice	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			

	Describe case management techniques to reduce length of stay.		ABIM global assessment	
	Observe the process for physician credentialing		ABIM global assessment	
	Describe how a hospital bills for services and the important role of physician documentation in this process		ABIM global assessment	
	Demonstrate how documentation affects reimbursement.		ABIM global assessment	
	Demonstrate a basic knowledge of coding		ABIM global assessment	
	List several common DRGS and describe how proper coding increases reimbursement		ABIM global assessment	
	Observe the pre-certification process and describe the data needed to complete this properly		ABIM global assessment	
	Describe the function of JCAHO and other organizations that accredit hospitals		ABIM global assessment	
	Demonstrate how a hospitalist can impact the quality of care and length of stay		ABIM global assessment	
	Describe the Performance Improvement (PI) process and how PI is used to collaborative groups of physicians and hospital personnel in improving care.		ABIM global assessment	

By the end of the Hospital Administration Elective rotation, PGY-2 residents are expected to expand and cultivate skills and knowledge learned during previous training and to achieve the following objectives based on the six general competencies. The resident should exhibit an increasing level of responsibility and independency as he or she progresses throughout the year.

Competency	Required Skill(s)	Teaching Method(s)	Formative Evaluation Method(s)	Frequency of Evaluation
Patient Care	SPECIALTY SPECIFIC OBJECTIVES			
Medical Knowledge	SPECIALTY SPECIFIC OBJECTIVES			
Practice Based Learning and Improvement	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
	Create and complete a small performance improvement project			
Interpersonal and Communication Skills	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			

Professionalism	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
Systems-Based Practice	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
	Describe case management techniques to reduce length of stay.		ABIM global assessment	
	Observe the process for physician credentialing		ABIM global assessment	
	Describe how a hospital bills for services and the important role of physician documentation in this process		ABIM global assessment	
	Demonstrate how documentation affects reimbursement.		ABIM global assessment	
	Demonstrate a basic knowledge of coding		ABIM global assessment	
	List several common DRGS and describe how proper coding increases reimbursement		ABIM global assessment	
	Observe the pre-certification process and describe the data needed to complete this properly		ABIM global assessment	
	Describe the function of JCAHO and other organizations that accredit hospitals		ABIM global assessment	
	Demonstrate how a hospitalist can impact the quality of care and length of stay		ABIM global assessment	
	Describe the Performance Improvement (PI) process and how PI is used to collaborative groups of physicians and hospital personnel in improving care.		ABIM global assessment	

By the end of the Hospital Administration Elective rotation, PGY-3 residents are expected to expand and cultivate skills and knowledge learned during previous training and to achieve the following objectives based on the six general competencies. The resident should exhibit an increasing level of responsibility and independency as he or she progresses throughout the year.

Competency	Required Skill(s)	Teaching Method(s)	Formative Evaluation Method(s)	Frequency of Evaluation
Patient Care	SPECIALTY SPECIFIC OBJECTIVES			
Medical Knowledge	SPECIALTY SPECIFIC OBJECTIVES			
Practice Based				

Learning and Improvement	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
	Create and complete a small performance improvement project			
Interpersonal and Communication Skills	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
Professionalism	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
Systems-Based Practice	SPECIALTY SPECIFIC OBJECTIVES			
	See General Internal Medicine Objectives for a comprehensive list.			
	Describe case management techniques to reduce length of stay.		ABIM global assessment	
	Observe the process for physician credentialing		ABIM global assessment	
	Describe how a hospital bills for services and the important role of physician documentation in this process		ABIM global assessment	
	Demonstrate how documentation affects reimbursement.		ABIM global assessment	
	Demonstrate a basic knowledge of coding		ABIM global assessment	
	List several common DRGS and describe how proper coding increases reimbursement		ABIM global assessment	
	Observe the pre-certification process and describe the data needed to complete this properly		ABIM global assessment	
	Describe the function of JCAHO and other organizations that accredit hospitals		ABIM global assessment	
	Demonstrate how a hospitalist can impact the quality of care and length of stay		ABIM global assessment	
	Describe the Performance Improvement (PI) process and how PI is used to collaborative groups of physicians and hospital personnel in improving care.		ABIM global assessment	

Learning Venues:

Baptist Memorial Hospital Memphis and its administrative staff provide the site and resources for this rotation. Residents must contact Mr. Gordon Lintz, Assistant Administrator, (gordon.lintz@bmhcc.org or 226-5001) one month in advance to arrange this rotation around their other duties (nightcall, clinic). Residents will participate in a number of hospital committees and teams including the Medical Staff Leadership Council, System Quality Council, IMPACT, Credentialing Committee, Coding and DRGs, and Care Management.

As time permits, housestaff will round with hospital-based intensivists both to improve their procedural skills and to observe how patients are moved through the system.

Competency Evaluation:

Each houseofficer will be assessed using the ABIM global assessment form. Housestaff are expected to score a 5 or greater on each competency.

Outcomes Assessment:

A question about the hospital administration rotation will be included with the end-of-year evaluation of the program completed by housestaff.