Name of Policy:	Physical Therapy Resident Retention/Leave	THE UNIVERSITY OF TOLEDO MEDICAL CENTER
Policy Number:	3364-137-RES-03	
Department:	Rehabilitation Services	
Approving Officer:	Chief Operating Officer	
Responsible Agent:	Director of Rehab Services	Effective Date: 3/1/2021
Scope:	Rehabilitation Services	Initial Effective Date: 3/2018
New policy proposal Minor/technical revision of existing policy Major revision of existing policy X Reaffirmation of existing policy		

(A) Policy Statement

The Rehabilitation Services Department will ensure that process is in place for successful retention of resident

(B) Purpose of Policy

To assure proper management of patient cases and efficient communication between residency faculty and the resident about their performance expectations both clinically and didactically.

(C) Procedure

- i. Participants and faculty are required to follow all UTMC policies and procedures at all times. They are also required to follow the APTA Core Values of Professionalism, Code of Ethics and Standards of Practice at all times.
- ii. Attendance
 - 1. Residents are required to attend all components of residency program is outlined in weekly schedule and curriculum outline. Participants should notify residency faculty and RPD if attendance is interrupted at any time.
 - 2. Excused absence is defined as one that is related to illness, death, birth, accidents and extraordinary circumstances.
 - **3.** Exams are required to attend all scheduled exams. Failure to do so will result in a score of zero.
 - **4.** Participants are expected to attend all scheduled activities as outlined in their daily/weekly schedule unless otherwise notified by faculty or RPD.
 - **5.** Failure to attend clinical or didactic work may result in dismissal from the residency program.
 - **6.** Leave of Absence An individual may request a leave of absence from program by submitting a written request to the RPD. Each situation will be handled on a case by case basis based on the participants needs.
- iii. Examinations/Learning Activities
 - 1. Examinations will be completed regularly via site created content delivered on MedBridge.
 - 2. Passing score is 70% on all MedBridge learning activities
 - **3.** If resident scores less than 70% in any one or two content areas RPD will schedule meeting with resident to discuss concerns. An action plan

will be created with additional learning activities, from the list below, required in these content areas to assure competency within that area.

- a. Additional Medbridge courses in that content area
- **b.** Additional research articles with resident discussing case based application of concepts
- **c.** Additional clinical hours spent with patient within that diagnosis specific category
- **4.** If a resident scores less than 70% on 3 content areas the resident will be placed on probation from the residency program with documentation provided to the resident and Director of Therapy Services.
- 5. If the resident scores less than 70% on 4 or more content areas, the resident will be dismissed from the program and employment terminated at UTMC due to violation of the resident contract.
- **6.** Resident will be graded on Pass/Fail basis in following areas
 - a. Written case report
 - **b.** Journal club
 - **c.** Education activities
 - d. PT student mentoring

Approved by:		Review/Revision Date: 1/28/2021		
Marci Cancic-Frey PT, MBA Director of Rehab Services	03/16/2021 Date			
/s/ Christine Stesney-Ridenour, MBA Chief Operating Officer	03/16/2021 Date			
Policies Superseded by This Policy:		Next Review Date: 3/2024		
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It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.