

**Standards of Competence and Performance  
For  
Salaried Practicing Clinical Faculty and Other Clinical Providers  
  
Department of Internal Medicine**

Standards of competence and performance for salaried clinical faculty, and tenure track faculty with clinical responsibilities, as specified by the University of Iowa Operations Manual Section III.10.9.d, and the College of Medicine Policies and Procedures Concerning Faculty Appointments, Evaluation and Promotion Revision 10, Approved by Provost 5/19/95, Updated as approved 8/15/95, Approved by Provost 6/10/02

In order to maintain continued eligibility for employment in the College of Medicine, the faculty member (salaried clinical track, and tenure track with clinical responsibilities) must:

1. Licensure/Board Certification
  - Maintain a license to practice in the state of Iowa, if applicable.
  - All faculty are expected to maintain current certification, unless an exception has been granted by the DEO or certification is not required. Board-certified faculty whose certification have lapsed/expired may be subject to restriction of teaching activity and/or professional practice review and/or restriction of clinical practice activity.
  
2. Maintain current eligibility and the appropriate credentials in University of Iowa and external organizations necessary to fully participate in University of Iowa Physicians (UIP) endorsed clinical activities.
  - Sign compliance statements
  - Comply with University mandated requirements
  - Complete all necessary training and testing in a timely manner
  
3. If a member of the UIP, abide by the policies and by-laws of the Plan.
  
4. Demonstrate competence as a clinician or provider of other services. Competence as a physician will be established by the hospital staff process of reviewing clinical credentials and granting hospital privileges. Individuals other than physicians involved in the care of patients should meet the criteria established by hospital bylaws and any relevant state licensure requirements. This requirement is the same as for other salaried faculty who provide clinical service, including faculty with tenure track appointments (see College of Medicine Policies and Procedures Concerning Faculty Appointments, Evaluation and Promotion, e.g. I.A.1.d).
  - Meet satisfactory performance standards in areas where agreed upon standards exist
  - Meet targets agreed upon and identified by the Department/ Division for LOS (based on UHC data) and RVU generation (based on MGMA)
  - Satisfy other specific competencies as agreed upon in writing at the time of hire/promotion
  - Review and respond to reports of contact in a thorough and timely manner
  - Provide no less than 8 weeks prior notice of clinic closure

5. Complete medical records and other clinical documentation in a timely manner, as specified by the UIHC (and published annually in the UIHC *Formulary and Handbook*) as well as the UIP.
  - Guidelines for completion of documentation and billing
    - Provider will not exceed more than 10 documents and billings that exceed an average of 10 days or more in age.
6. Perform assigned clinical responsibilities as prospectively developed on an annual basis between the faculty member and department, or any other administrative unit (e.g. Clinical Cancer Center, Joint Outreach Office, etc.) providing salary support in which the faculty member has clinical duties.
  - Complete clinical assignments agreed upon with department head based on the individual's research and administrative revenue streams
  - Agree to and participate in incentive programs for clinical based productivity as determined by the Department's compensation plan
7. Perform assigned teaching responsibilities as prospectively developed on an annual basis between the faculty member and department, and maintain a record of satisfactory teaching quality, as documented by the evaluation of peers and students.
  - Review teaching evaluations on annual basis
  - Maintain at least satisfactory evaluations
8. Comply with section III.15 of the University of Iowa Operations Manual (Professional Ethics and Academic Responsibility) as well as all other University policies relevant to faculty activities and behavior (e.g. II.4.1 University Policy on Sexual Harassment; II.18 Conflict of Interest Policy). Comply with all policies of UI Healthcare including, but not limited to, policies related to Protected Health Information (RI-PHI-04.03) and Disruptive Behavior (CS-SOP-01.09). Comply with policies of the Fair Warning Act.
9. Comply with any additional written standards of the Department of Internal Medicine and any other department in which the faculty member is appointed, as long as these have been approved by the Dean, and as long as these were in effect at the time of appointment, or at the time of subsequent contract renewal of the affected faculty member.
  - Comply with details of non-compete agreement
10. Verified violation of these policies could result in disciplinary action up to and including termination