

**Department of Obstetrics and Gynecology
Standards of Competence and Performance
For
Salaried Clinical Track Faculty**

Standards of competence and performance for salaried clinical track faculty, as specified by the University of Iowa Operations Manual Section III.10.9.d, and the Carver College of Medicine Policies and Procedures Concerning Faculty Appointments and Evaluation, Approved by Provost 5/19/95, updated as approved 8/15/95, updated and approved by Provost 6/10/02; updated 10/21/05, 12/12/06, June 2007, December 2008, November 2010, July 2012, 5/1/2014 5/3/2017, 10/3/2018.

Note: while these policies are designed for clinical track faculty, policies related to performance of clinical duties and policy adherence also apply to tenure track faculty with clinical responsibilities.

In order to maintain continued eligibility for employment in the Carver College of Medicine, the salaried clinical track faculty member must:

1. Maintain a license to practice in the state of Iowa.
 - Maintain appropriate board certification for the relevant areas of clinical practice, and maintain subspecialty board certification if applicable.
 - Meet CME requirements for licensure.

2. Maintain current eligibility and the appropriate credentials in University of Iowa and external organizations necessary to fully participate in the University of Iowa Physicians (UIP) endorsed clinical activities.
 - Signed compliance statements
 - Comply with University mandated requirements
 - Complete all necessary training and testing in a timely manner, e.g., yearly TB testing, yearly fire safety training, CPR training every two years

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).
 - Regular peer review of clinical cases occurs at weekly Morbidity and Mortality meetings and monthly Perinatal Mortality meetings.
 - Outcomes, LOS data, RVU generation are evaluated regularly.

5. Complete medical records and other clinical documentation in a timely manner, as specified by the UIHC (and published annually in the UIHC Medical Record Documentation policy, IM-MR-06.24, located on The Point).
 - 24 hrs for inpatient H+P or inpatient consultation
 - Three days for operative or procedure notes
 - Three days for hospital discharge summary
 - Fourteen days for completion of all required documentation for an inpatient stay
 - Seven days for clinic notes and closure of clinic encounters
6. Perform assigned clinical responsibilities as prospectively agreed upon on an annual basis by the faculty member and department chair or division director, or any other administrative unit (e.g., Outreach Clinics) providing salary support in which the faculty member has clinical duties.
 - Agreed upon clinical assignments should be reflective of the contract at the time of hire or subsequent contracts, and should also reflect time for administrative work that may have revenue streams.
 - Incentives for clinical based productivity are in our Faculty Practice Plan.
7. Perform assigned teaching responsibilities as prospectively agreed upon on an annual basis by the faculty member and department chair or division director, and maintain a record of satisfactory teaching quality, as documented by the evaluation of peers and students.
 - Each faculty member should have written expectations for performance and review of teaching.
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).
9. Comply with all policies of UI Healthcare include, but not limited to, policies related to Protected Health Information (RI-PHI-04.03) and Disruptive Behavior (CS-SOP-01.09). Founded violation of these policies could result in disciplinary action up to and including termination.
10. Comply with any additional written standards of the Department of Obstetrics and Gynecology, 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 noncompete agreements unless prospectively modified.