

## Standards of Competence and Performance for Salaried Clinical Track Faculty Department of Ophthalmology and Visual Sciences

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, Evaluation and Promotion Revision 10, Approved by Provost 5/19/95, Updated as approved 8/15/95, Approved by Provost 6/10/02; updated 12/5/05, approved by the Provost. (Reviewed 10/2/2018)

In order to maintain continued eligibility for employment in the Carver College of Medicine, the salaried clinical track faculty member must meet the following items numbered below. 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.

1. Maintain a license to practice in the state of Iowa, if applicable.
  - a) Maintain appropriate board certification for the relevant areas of clinical practice
  - b) Meet CME requirements and certifications
  - c) Submit case lists and outcomes for relevant practice areas
  - d) Submit evidence of volume requirements for safety and competency
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) Group endorsed clinical activities.
  - a) Signed compliance statements
  - b) Comply with University mandated requirements
  - c) Complete all necessary training, testing, and documentation 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 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 Carver College of Medicine Policies and Procedures Concerning Faculty Appointments, Evaluation and Promotion, e.g. I.A.1.d).
  - a) Regular peer review for clinical cases of each clinical faculty member will be performed at least twice yearly. A clinical case will be randomly chosen, reviewed, and analysis made by two faculty members, at or above the same professorial rank.

b) Outcomes, LOS data, RVU generation will be evaluated at mid-year and at the end of each academic year.

c) At least twice yearly, a randomly selected clinical communication with a referring entity will be reviewed by two clinical peer faculty members, at or above the same professorial rank.

5. Guidelines for completion of documentation.

a) Patient consultation shall be completed within 24 hours.

b) Documentation for procedures shall be completed within 24 hours.

c) The faculty member's contribution to documentation to outside referral entities after an inpatient stay will be completed within 7 days.

d) IPR documentation shall be completed within 72 hours.

e) There shall be one-week clearance of clinical records on IPR.

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.

a) Developed agreed upon clinical assignments. Should be reflective of contract at the time of hire or subsequent contracts and should also reflect time for administrative work that may have revenue streams

b) Develop incentives for clinical based productivity

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. Each faculty member should have written expectations for performance and review of teaching.

8. 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), 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). Founded violation of these policies could result in disciplinary action up to and including termination.

9. Comply with any additional written standards of the 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 no compete agreements unless respectively modified.