**Housestaff Performance Enhancement Program Process**

### PROGRAM-BASED IMPROVEMENT PLAN (PIP)

- Implemented when the Housestaff fails to meet appropriate Milestone levels and/or exhibits <3 minor triggers in spite of counseling OR minor trigger(s) in the presence of 1 moderate trigger
  - Also known as “informal remediation”
  - Implemented by individual program
  - This is a “warning status”
  - Conversation should be documented including: infraction(s), counseling, monitoring and re-evaluation.
  - Document is placed in file
  - Wellness/burnout evaluation performed by residency leadership
  - GME office is informed for tracking purposes only

- **Successful PIP**
  - Housestaff graduates
  - Documentation is expunged
  - No disclosure to future employers

- **Unsuccessful PIP**
  - Repetitive behaviors
  - Document unsuccessful PIP
  - Referral for PEP

### PERFORMANCE ENHANCEMENT PLAN (PEP)

- **Institutional Performance Enhancement Plan (PEP)**
  - Implemented when the Housestaff:
    - Is unsuccessful in the PIP
    - Consistently fails to meet appropriate Milestone levels
    - Is greater than one level below expectation for one or more Prof or ICS Milestone
    - Exhibits ≥3 minor repetitive behaviors in spite of counseling
    - Exhibits 1 moderate trigger with ≥3 minor triggers
    - Exhibits 2 or more moderate triggers
    - Exhibits one or more major triggers

  - In the PEP:
    - Housestaff are referral to Resident Wellness and Excellence Center for a mandatory wellness/burnout screen
    - GME office is immediately notified
    - Housestaff receive formal notification of their referral to the PEP
    - Faculty guide/mentor is assigned and meeting arranged
    - Plan created and reviewed with referring department’s CCC
    - Documentation (plan, reviewed with and agreed to by referring CCC, monitoring, and re-evaluation)

- **Successful PEP**
  - Continued monitoring during and after training
  - No disclosure to future employers

- **Unsuccessful PEP**
  - Probation, termination, or non-renewal
  - Disclosure to future employers, if asked

* Triggers (behaviors or interactions deemed by the institution, residency training program, and/or departmental leadership as not meeting established standards).*