

UROLOGY CHIEF RESIDENT EXPECTATIONS AND GUIDELINES

1. Call schedule is to be sent out a month in advance.
2. Master rotation schedule should be done as early as possible (sent to us by the Department of Surgery by mid-May). Try to give PGY4s electives starting in September for interviews and site visits. PGY5s to be assigned to St. Joseph's (or UH if necessary) while Acting Chief.
2. Vacations should be approved ASAP (general rule of no more than two off at a time). PARO rules – residents are to submit vacation requests 4 weeks before the proposed commencement of the vacation.
3. Rules for conferences:
 - Need to maintain a minimum of 6 residents in the city
 - Priority to attend conferences:
 1. Interviews
 2. Podium presentation (if issues, program may ask for copy of acceptance letter)
 3. Then posters
 4. First come first serve (PGY5s lowest priority)
4. Controversies with Junior residents regarding scheduling changes can occur. Decisions by Chiefs to move junior residents from site to site for coverage may occur if absolutely necessary, but if the switch encompasses more than one day approval is required - the Assistant PD and Program Administrator are to be notified and approval requested.
1. Disagreement among Chiefs may occur which should be handled professionally and respectfully -- it is never appropriate to use aggressive or derogatory language against another resident. If disagreement occurs, the PD/APD should be contacted to mediate.
2. Grand rounds schedules and Resident Seminar schedules are done well in advance by the program. Chief residents are to ensure that residents have cases, are prepared and have contacted assigned faculty by the deadline. Presentations and objectives are to be sent in advance to the PA.
7. Keep track of radiology rounds and ensure years at the site to compile cases and send to radiologist one week in advance.