EPA Program Implementation Checklist

PROGRAM DIRECTOR, PROGRAM ADMINISTRATOR, PROGRAM CHAMPION

STARTING

- ✓ Review full suite of EPAs for your specialty area available on the ABS website (PD, PA)
- ✓ Identify EPA Program Champions to act as local resource (PD)
- ✓ Review and share existing EPA ABS website content with faculty and trainees (PD, PA, PC)
  - ✓ Videos (Vimeo channel), FAQs, live and recorded webinars/town halls
- ✓ Review Grand Rounds video or schedule live Grand Rounds with ABS EPA Speakers Bureau (PD, PA)
- ✓ Process SIMPL Collaborative DUA [general surgery] and/or Firefly EULA [specialties] (PD, PA)
- ✓ Register faculty and trainees for app use (PA)
- ✓ Review ABS EPA App™ demos for general surgery and/or surgical specialties [PA recording / PD recording]
- ✓ Review the "Train the Trainers" webinar series (PD, PA, PC)
- ✓ Review and register for upcoming webinars
- ✓ Consider recruiting non-surgical faculty as assessors where appropriate based on who directly observes trainee performance
- ✓ Train chief residents or fellows parallel to faculty if program desires to use them as additional assessors of more junior trainees (not in lieu of faculty, but for additional feedback)

SCALING

- ✓ **Remember, progressive engagement is a win for first year**
- ✓ Generalize use for all trainees to engender frequent micro-assessment habit
- ✓ Schedule journal club on EPAs and CBME (PD, PA)
- ✓ Review engagement data at departmental conferences at least monthly (PD, PC)
- ✓ Consider using gaming strategies/rewards for high performance (trainee and faculty exemplars) (PD, PC)
- ✓ Provide feedback to ABS re: challenges, recommendations for improvement (PD, PA, PC)

SUSTAINING

- ✓ Educate faculty and trainees in use of dashboard reports and analytics (PD, PA, PC)
- ✓ Train CCCs in using EPA data as part of summative assessment process (PD, PC)
- ✓ Expand footprint of use in program to more services/trainees if not already ongoing (PD, PC)
- ✓ Assess best practices that are working in your program and apply to less successful services (PD, PA)
- ✓ Use engagement with EPAs and faculty development efforts for same as part of WebADS reporting to ACGME (PD, PA)
- ✓ Consider eliminating or streamlining other assessment tools now being addressed with EPAs (OPRs, CAMEOs) (PD)
- ✓ Use EPA micro-assessment conglomerate data to streamline end-of-rotation assessments
- ✓ Train new faculty, new first-year class in use of EPAs (PD, PC)

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