Clinical Neurophysiology Fellowship Program Information

Resources
Neurology Website: http://neuro.wustl.edu
- Education
- Fellowships
- Clinical Neurophysiology Fellowship Program
  - Goals & Objectives
  - Required
Donna Theiss is the program coordinator. She can be reached by phone at (314) 362-8882 or by email at theissd@neuro.wustl.edu
Dr. Lawrence Eisenman is the program director. He can be reached by pager at (314) 407-9629 or by email at eisenmanl@neuro.wustl.edu

Requirements (prior to start)
- Missouri Medical License (personal)
- BNDD (personal)
- DEA (personal)
- NPI Number
- Letter of Completion of Residency Program
- Wash U & BJH Confidentiality Agreements (signed)
- Background Check (signed original consent form)
- HRMS Personal Information Form (completed)
- WUMS Occupational Health (History) Service /OHS Form (completed)
- I-9
- Drug Screening

Orientation & Training
- Washington University Orientation
- EH & Safety Training (HIV & Blood Borne pathogens)
- HIPAA Training (Required prior to access –Wash U & BJH computer systems)
- CITI Training or Training Certificate
- Billing Compliance 101 Training (Required within 30 days of start date)
- Allscripts/Clin-desk/Compass Training (Electronic Medical Records systems)
- Orientation Clinical Neurophysiology Program – Covered at First CN Lecture
- Orientation to the individual rotations will occur on the 1st day of the rotation.

Duty hour requirements
- CN Residents/Fellows must log their duty hours daily in New Innovations
- CN Residents/Fellows may not work more than 80 hours per week (This includes moonlighting hours)
- CN Residents/Fellows may not work 24 consecutive hours in house
- CN Residents/Fellows must have at least 10 hours off between shifts
- CN Residents/Fellows must average at least 1 day in 7 completely free of all clinical responsibility (including home call). The average is calculated over a 1 month period

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• CN Residents/Fellows You must immediately contact Dr. Eisenman if there is any question of your schedule violating these guidelines

**Moonlighting**
• Moonlighting is allowed with the written approval of both the director of the CN resident’s/fellow’s primary area of interest and the program director. The appropriate form is available on the CN website.
• Hours spent moonlighting count toward the duty hour requirements described above and can’t exceed the maximum of 80 hours per week.

**Required Lectures**
• Clinical Neurophysiology Lecture Wednesday’s at 4PM in Choi conference room
• Department of Neurology Grand Rounds, Friday’s from 8 - 9am, West Pavilion
• The following Clinical Neuroscience Lectures (Wed. Noon) are required
  ✓ Ethics
  ✓ Sleep and Fatigue
  ✓ Physician Impairment

**Attendance signature is required at all of these lectures**

**Journal Club Schedules**
• Clinical Neurophysiology Journal Clubs: Check Neurology website for schedule
  ✓ Neuromuscle journal club meets every Friday at 12:30 PM in the 4th floor McMillan conference room
  ✓ Epilepsy journal club meets on Thursdays in the EMU on 11400
  ✓ Sleep journal club meets on the fourth Monday of every month from 12-1pm in the sleep lab
  ✓ All CN Residents/Fellows are invited to present their research at the Neurology Department Resident Symposium in the spring.
  ✓ A list of conferences is available on the CN website.

**Evaluations**
• **CN Resident Evaluation by Faculty**
  ✓ CN residents/fellows will receive feedback from supervising physicians on a daily basis
  ✓ Supervising physicians will complete formal evaluations at the end of each rotation, in New Innovations
  ✓ There is an in-service examination in or around January
  ✓ CN residents/fellows will receive feedback in a meeting semi-annually
  ✓ CN residents/fellows may examine their file at any time by logging into New Innovations or contacting Donna Theiss

**Faculty Evaluation by CN Residents**
• CN Residents/Fellows will complete an anonymous faculty evaluation at the end of the year.

**Program Evaluation**
• There is an annual education committee meeting near the end of every academic year to review the program.
• All CN residents/fellows are expected to attend.
• CN residents/fellows also complete an anonymous program evaluation in New Innovations

Policies
• Many CN policies including duty hours, moonlighting, admissions and the supervisory lines of responsibility and more are available on the Neurology website
  http://neuro.wustl.edu
• GME policies on grievance procedures, dismissal/disciplinary policy/ appeals policy and more are available on the GME website
  http://gme.wustl.edu

ACGME Competencies
• Patient Care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health
• Medical Knowledge about established and evolving biomedical, clinical, and cognate (e.g. epidemiological and social-behavioral) sciences and the application of this knowledge to patient care
• Practice-Based Learning and Improvement that involves investigation and evaluation of their own patient care, appraisal and assimilation of scientific evidence, and improvements in patient care
• Interpersonal and Communication Skills that result in effective information exchange and teaming with patients, their families, and other health professionals
• Professionalism, as manifested through a commitment to carrying out professional responsibilities, adherence to ethical principles, and sensitivity to a diverse patient population
• Systems-Based Practice, as manifested by actions that demonstrate an awareness of and responsiveness to the larger context and system of health care and the ability to effectively call on system resources to provide care that is of optimal value

After you have read the above guidelines and the Washington University School of Medicine Memorandum of Appointment, please enter and submit your name below. Submitting your name will indicate that you have read and understand the Clinical Neurophysiology Program and Washington University guidelines.

Name: ____________________________  Date: _______________________

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