

The purpose of this policy is to define the standards, expectations, and measurable outcomes required for successful progression through and completion of the Emergency Medicine Advanced Provider (EMAP) Fellowship Program at Riverside University Health System (RUHS). These standards ensure that each fellow demonstrates the competence, professionalism, and clinical readiness necessary to perform independently as an Advanced Practice Provider in Emergency Medicine.

## **1. General Progression Expectations**

Fellows are expected to demonstrate steady improvement in clinical knowledge, procedural capability, efficiency, decision-making, communication, and professionalism throughout the 12.5-month program. Progression is monitored through:

- Quarterly formal evaluations
- Ongoing shift-based feedback
- Procedure log review
- Chart review and documentation audits
- Direct observation by supervising attendings and advanced practice leadership

Failure to meet progression benchmarks may require remediation, extension of training, or program separation depending on severity and circumstances.

## **2. Completion Requirements**

To successfully complete the EMAP Fellowship Program, the fellow must meet or exceed the following competencies:

### **A. Documentation and Charting Standards**

Fellows must demonstrate the ability to chart effectively, thoroughly, and defensibly across all patient acuity levels.

***Required competencies:***

1. **Documentation supporting appropriate billing levels** for all ESI (Emergency Severity Index) levels.
2. **Critical care documentation** that meets CMS and RUHS standards, clearly demonstrating time, interventions, and medical decision-making.
3. **Healthcare disparities documentation**, reflecting accurate identification and mitigation of social determinants of health encountered in patient care.
4. **Sepsis documentation** aligned with SEP-1 core measures, including screening elements, time-stamped interventions, and rationale for exclusions.

Documentation must consistently demonstrate clear medical reasoning, appropriate coding elements, and legal defensibility.

**B. Advanced Procedure Credentialing Requirements**

Fellows must complete all RUHS credentialing standards for advanced emergency procedures.

***Requirements include:***

- Completion of minimum procedural numbers as listed in the EMAP procedure log.
- Demonstration of competency as verified by supervising physicians or credentialed preceptors.
- Submission of completed procedure logs prior to fellowship graduation.

Procedures may include (but are not limited to):

- Endotracheal intubation
- Central venous catheter placement
- Chest tube insertion
- Lumbar puncture
- Ultrasound-guided procedures
- Advanced wound management

The full list of required procedures and minimum numbers is provided to fellows during orientation week on the Proctored Cases Procedure Log.

### **C. Clinical Efficiency**

Fellows must consistently demonstrate the ability to manage patient flow and make timely disposition decisions.

#### ***Completion benchmark:***

- **Disposition an average of 2 patients per hour** across shifts.
- Maintains this benchmark with **patients of varied acuity levels**, not limited to lower ESI categories.

Fellows are expected to show continued improvement in efficiency with appropriate medical decision-making and safe patient care.

### **D. Shift Timeliness and Chart Completion**

Fellows must demonstrate professional time management and effective workflow habits.

#### ***Completion benchmark:***

- **Complete shifts on time with minimal charting from home at least 75% of the time.**

“Minimal charting from home” is defined as:

- Completing >90% of documentation by the end of the scheduled shift
- No consistent pattern of delayed chart completion

Ongoing problems in this area may trigger documentation coaching or workflow remediation.

### **3. Monitoring and Evaluation**

Progress toward these completion standards is assessed through:

- **Quarterly evaluations** completed by Program Directors
- **Monthly chart review** by EMAP leadership or assigned faculty
- **Procedure log reconciliation** every quarter
- **Shift efficiency tracking**, including patient-per-hour metrics
- **Feedback from interdisciplinary team members**

Fellows who fall behind progression expectations may receive a structured improvement plan, with performance monitored more closely.

#### **4. Successful Completion and Graduation**

A fellow is eligible for graduation when all of the following requirements are satisfied:

- All documentation competencies have been met
- All RUHS procedural credentialing requirements are completed and logged
- Efficiency benchmarks are met consistently
- Professionalism, teamwork, communication, and ethical standards are maintained
- Fellow is recommended for graduation by the Program Directors and EMAP leadership

Graduation signifies that the fellow is prepared to function independently as a competent, safe, and effective Advanced Practice Provider in the RUHS Emergency Department or an equivalent clinical environment.

***Addendum:*** *The RUHS EMAP Fellowship Program is designed to be completed within 12.5 months. Extenuating circumstances do exist, and will be handled on a case-by-case basis. Outside of an extended HR approved Leave Of Absence, the maximum timeframe for completion of the above requirements is 18 months.*