



## **Associate Chief Resident Responsibilities**

### **Dalhousie Family Medicine Residency Program**

#### **Role**

The Associate Chief Resident is a PGY2 Family Medicine Resident that represents the needs of fellow residents in the Department of Family Medicine and Maritime Resident Doctors.

The Associate Chief Resident will act as a representative of Dalhousie Family Medicine and the home residency site.

#### **Responsibilities**

The Associate Chief Resident will meet regularly with the Site Director to discuss resident needs and communicate resident concerns. Should resident concerns not be addressed to the resident's satisfaction, the Associate Chief Resident may bring this/these issue(s) forward to other parties (Program Chief Resident, Family Medicine Program Director, Associate Dean Postgraduate Medical Education, Maritime Resident Doctors, etc.) at the discretion of the Associate Chief Resident.

The Associate Chief Resident or delegate approved by the Site Director will attend Residency Program Committee (RPC) meetings and other meetings requiring resident representation at individual sites when appropriate.

The Associate Chief Resident will communicate with fellow residents regularly to apprise them of any seminars, social events, program changes, etc.

The Associate Chief Resident will participate in the selection process for the incoming residents (CaRMS) through participation in file reviews, interviews, information sessions, open house activities (when held in person) as well as be available for questions from potential candidates through email or when clerks are doing site visits (electives at site). Coordination of involvement will be with approval of the Site Director.



## **Selection**

The Associate Chief Resident will be chosen by anonymous vote by peers. Appointment is subject to final approval by the Site Director.

## **Academic responsibilities**

The Associate Chief Resident candidate will not accept the position of Associate Chief Resident if in academic difficulty and must resign the position if academic difficulty develops during the term as Associate Chief Resident.

The Associate Chief Resident will advise the Clinical Supervisor of any duties that will necessitate his/her absence from clinical or academic responsibility.

Clinical Supervisors will pro- rate clinical (patient #s) expectations for Associate Chief residents who must miss clinical sessions for Associate Chief Resident duties so long as academic/clinical performance is not compromised.

*Note: Clinical Supervisors will advise the Associate Chief Resident if their duties as Associate Chief Resident are negatively impacting clinical or academic performance.*

## **Site Specific Roles**

Call schedules, etc. as determined by the site.