

 <p><b>All HFHS Includes:</b>            Behavioral Health Services            Community Care Services            Corporate Services            Henry Ford Hospital            Henry Ford Medical Group            Kingswood Hospital            Macomb Hospitals            West Bloomfield Hospital            Wyandotte Hospital</p>	<b>Policy Name/Subject:</b> Educational Incentives (EVU) (MEP 310)		<b>Policy No:</b> MEP 310
	<b>Type of Document:</b> Policy		
	<b>Applies to:</b> Tier 3: Department <b>Business Unit:</b> Henry Ford Hospital <b>Site:</b> All HFH <b>Department:</b> Medical Education		
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	<b>Related Policy/Procedure:</b> <i>Include title and number</i>		
	<b>Author:</b> Graduate Medical Education		
	<b>External Regulatory Requirement:</b> [Regulations]		
	<b>Audience:</b> Henry Ford Medical Group (HFMG) physicians		
	<b>Key Words:</b> EVUs; educational opportunities; GME; Medical Education		

**Purpose:** To foster and recognize faculty efforts to promote the strategic educational goals and provide Henry Ford Medical Group (HFMG) physicians and Henry Ford clinical doctoral level educators with a financial incentive in recognition of their valuable educational activities to maintain the academic culture of Henry Ford Hospital.

### Policy

Henry Ford Hospital Medical Education provides educational incentives, known as Educational Value Units (EVUs) to HFMG physicians and Henry Ford clinical doctoral level educators who surpass departmental expectations for medical education activities. Each residency and fellowship program must have an Educational Incentive (EVU) policy which defines activities addressing programmatic strategic educational goals, and therefore are eligible for the EVU payment. Policies must be reviewed annually by June 1. It is the responsibility of the program to inform faculty of policy changes.

**Central Distribution:** The Medical Education Office directly allocates EVUs for faculty participation in:

1. M1 Clinical Medicine
2. M2 Physical Diagnosis
3. M3 Continuity Clinic
4. M1-3 Ultrasound Training
5. M3 Longitudinal Curriculum

**Program Allocations:** Allocations are provided to each program for distribution, based on the total number of residents and fellows listed in the Accreditation Council for Graduate Medical Education (ACGME) rosters at the beginning of the academic year. Fellowship programs are allocated 75% of the per resident allocation. Programs which support core clinical clerkships with significant ambulatory requirements for 3<sup>rd</sup> year Wayne State University School of Medicine students may receive an additional allocation to be used specifically toward undergraduate medical education activities.

**Program Distribution:** Allocations are made to each residency and fellowship program semiannually. The program director is responsible for the methodology used within the department to allocate the EVU pool after review and approval by the Department Chair. The EVU distribution must be in one of the following categories:

1. Teaching and Assessment
2. Administration and Service
3. Scholarly Activity, Research or Quality Improvement

The program director must consult with the department's undergraduate clerkship director in awarding the EVUs allocated to undergraduate medical education activities in their clinical clerkships.

All semiannual allocations must be reviewed by the Department Chair. The EVU funds should not be pooled with clinical incentives. EVUs are not to be used for general departmental incentive distribution or to support of faculty for other reasons than listed in categories 1-3 above.

Allocations must be submitted to the Medical Education Office no later than August 1 for the January through June period, with payments in September; February 1 for the July through December period, with payments in March. Late departmental EVU submissions will not be accepted and funds forfeited.

### **Strategic Education Goals**

The EVU process is used to drive activity to meet strategic educational goals or program improvements. Residency and Fellowship Program Departments may award EVUs for specific activities in the following areas:

1. Teaching and Assessment:
  - a. Didactics (e.g., Core lecture series; Grand Rounds; Journal Club)
  - b. Interactive Activities (e.g., Small Group Discussions, Seminars; Retreats; Simulation)
  - c. Evaluation Activities (e.g., Direct and/or video observation; feedback; written evaluations which provide exceptional narrative content)
  - d. Curriculum development
  - e. Faculty development
2. Administration and Service:
  - a. Recruitment
  - b. Clinical Competency Committee and Program Evaluation Committee service and leadership
  - c. Remediation and/or mentoring/coaching as part of a Performance Improvement Plan
3. Scholarly Activity, Research or Quality Improvement:
  - a. Must engage a trainee in a research or scholarly project for allocation
  - b. Peer reviewed publications should receive greater allocation, more credit if trainee is first author
  - c. National presentations by the trainee should receive greater allocations than regional/local

### **Additional EVU Criteria for Distribution**

- Equal distribution of payments across all faculty members within the department without the allocation justification is not permitted.
- Department Chairs are not eligible for an EVU allocation.
- Teaching and Assessment or Administration and Service EVUs may not be awarded to any individual with GME protected time in the allocating program; these individuals may be allocated EVUs for Scholarly Activity, Research or Quality Improvement in which trainees are the primary presenter or first author.

- Completing faculty professional expectations such as trainee evaluations in a timely and meaningful manner is a basic requirement for all teaching faculty. The departmental EVU policy should address professional thresholds and completion requirements as well as how these will be communicated to the faculty members. If faculty are deemed “not compliant” with professional expectation thresholds, they are not eligible for any EVU payment.
- Program directors must provide written justification for small allocations (less than \$250) attesting that the activity is beyond program citizenship.

**Process Requirements**

- Faculty must have worked for the entire six-month period (January 1-June 30 or July 1 – December 31) to be eligible for an EVU allocation. If they were employed by HFHS for the entire six months but have since terminated, they are paid the earned allocation.
- Each program director (via program coordinator) must provide for each individual, full name, employee ID number and total EVU amount on the HFH EVU Distribution Form.
- Funds may not be carried over (banked) from one six-month period to the next.
- Program directors will be notified when allocations have been submitted to Payroll for processing.
- Each program director is responsible for sending a message to each eligible faculty member acknowledging their contributions. The letter should also inform faculty that the payment will be made as part of their next paycheck and is noted as EVU, as this minimizes inquiries to Payroll about this paycheck line item.