

## Campus Resident Advocate Policy

Each campus of UND School of Medicine & Health Sciences must have a Campus Resident Advocate appointed by the Director of Graduate Medical Education (GME). All residents on campus must be made aware of the availability of a Campus Resident Advocate and knowledgeable about his/her responsibilities to the residents on campus. Qualifications, core competencies, reporting requirements, and job purpose of the Campus Resident Advocate are clearly delineated in the job description for that position.

Created: 8/8/00

Approved by GMEC, 8/8/00

## **Job Description:**

### **Campus Resident Advocate University of North Dakota School of Medicine and Health Sciences**

- Position purpose:** Institutions that sponsor residency training programs are required by ACGME to have a process by which individual residents can address concerns in a confidential and protected manner. In order to assure that residents are able to address academic, work-life, or personal issues with complete confidentiality and freedom from fear or intimidation, UNDSMHS supports a physician faculty volunteer on each campus in the role of Campus Resident Advocate (or Resident Advocate). The function of the individuals who occupy this unpaid position is to assist residents in dealing with academic, work-life, or personal issues that the resident is hesitant to address through normal administrative channels.
- Appointment:** The Director of Graduate Medical Education appoints the Campus Resident Advocate with input from the Campus Dean. The term of each appointment is one year, usually starting in July, and can be renewed as many times as the Director, Campus Dean, and Advocate wish.
- Qualifications:** The Campus Resident Advocate may be a full or part-time Academic or Clinical faculty member. He or she may not be a program director, dean, or department chair. He or she must be licensed to practice medicine in the state of North Dakota and be readily available to the residents working on his/her campus.
- Core Competencies:** The Campus Resident Advocate must be adept at addressing resident concerns in a fair, confidential, and informal manner.
- The Campus Resident Advocate must be familiar with community resources to assist in such issues as chemical dependency, family counseling, stress management, and financial planning.
- The Campus Resident Advocate must be able to recognize evidence of such circumstances as chemical dependency, depression, mental illness, and workplace harassment.
- The Campus Resident Advocate must be aware of all policies and procedures pertaining to UNDSMHS residency programs, including but not limited to due process, grievance, leave of absence, and sexual harassment.
- Relevant policy:** A UNDSMHS policy exists which requires each campus involved in residency education to have a Campus Resident Advocate and that residents be made aware of the presence and responsibilities of the individual who occupies that role.

Created: 8/8/00

Approved by GMEC, 8/8/00

Resources available: The Campus Resident Advocate, although unpaid, will have available such resources as training in specific areas of advocacy, access to such campus and University services as may be required by residents, and the funds needed to establish lines of communication and respect with the residents on campus. Such funds would cover such expenses as social gatherings, printed materials, and travel expenses. The Campus Resident Advocate also has available whatever backup and assistance is needed from the Dean, the Campus Dean, the Director of Medical Education, UNDSMHS legal counsel, or any other faculty or administrative person whose assistance is appropriate and required to address a resident's concern.

Reporting requirements: Each August the Campus Resident Advocate will file a report of his or activities of the preceding year to the Director of Graduate Medical Education and the Graduate Medical Education Committee. The purpose of this report is to be nothing more than a statistical summary of the number of resident interactions that have occurred during the course of the year. Under no conditions will the confidentiality of specific residents be breached.

The Campus Resident Advocate reports directly to the Director of Graduate Medical Education and, if necessary and appropriate, to the Dean.