

Family Medicine Outpatient Continuity Clinic – PGY-1

Goal: To develop the knowledge, skills and attitudes to provide excellent and appropriate medical care for a diverse panel of patients with a variety of medical complaints and conditions, in the outpatient family medicine office.

Objectives:

Patient Care

- I. Provide compassionate and competent and comprehensive medical care in an outpatient setting.**
 1. Gather essential and accurate information about patients from their provided histories and medical records.
 2. Conduct an appropriate physical exam based on the patient's chief complaint and medical history.
 3. Develop differential diagnoses and management plans for common presenting complaints and medical conditions seen in the primary care outpatient setting.
 4. Synthesize an appropriate differential diagnosis for non-specific signs/symptoms.
 5. Prioritize diagnostic testing and consultations to aid in management of the primary care patient.
 6. Prioritize the purpose(s) of the primary care visit by setting the visit agenda with the patient.
 7. Maintain and update each patient's medical record as their health evolves, including his/her problem list, allergy list, medication lists, and personal and family histories.
 8. Respond to patient lab results and concerns in a timely manner.
- II. Provide age appropriate preventive care and health maintenance.**
 1. Provide appropriate counseling and recommendations on evidence-based health maintenance examinations.
 2. Provide appropriate recommendations regarding age related vaccinations based on the CDC vaccine schedule.
 3. Provide appropriate prenatal care.
 4. Incorporate prevention into each patient's overall care plan.
- III. Competently perform common outpatient medical procedures.**
 1. Counsel patients on the indications, risks, benefits and alternatives of procedures.
 2. Obtain informed consent for needed procedures.
 3. Clearly document procedures performed.

Medical Knowledge

- I. Demonstrate a commitment to acquiring the knowledge needed for independent evaluation and management of outpatient medical concerns.**
 1. Demonstrate correct interpretation of commonly ordered outpatient laboratory tests/imaging.
 2. Demonstrate correct interpretation of results from recommended screening examinations.
 3. Develop management plans that incorporate patient preferences, social and behavioral concerns, as well as cultural considerations.

Interpersonal and Communication Skills

I. Demonstrate effective interpersonal skills with patients, families, and medical staff in a sensitive manner.

1. Provide documentation in medical records that is accurate, complete and well-organized.
2. Present patients to attendings in a concise, but thorough manner, focused on the purpose of the current visit and condition of the patient.
3. Interact respectfully and professionally with clinic staff and consultants
4. Communicate clearly with patients regarding their diagnoses and treatment plans using language appropriate to the patient's health literacy level.

Professionalism

I. Carry out responsibilities reliably, timely, and confidentiality and showing respect for patients and other healthcare workers.

1. Demonstrate personal accountability to the well-being of patients.
2. Maintain an appropriate and professional appearance and behavior during interactions with patients, staff and colleagues.
3. Complete assigned duties (including accurate completion of charting) in a timely manner.
4. Start continuity clinics on time; acknowledge that you are running behind schedule to those patients who have waited for you.
5. Recognize personal limitations in knowledge and clinical skills and appropriately ask for assistance when needed.

System-Based Practice

I. Be aware of the role of health care systems, and utilize resources in a manner that provides optimal care for patients.

1. Recognize insurance-related issues (HMO/Medicare), including potential barriers to care, referring difficult cases to appropriate support staff.
2. Use ICD and E/M codes for each patient visit that accurately reflect the care provided, are supported by the medical record documentation and allow for appropriate billing.
3. Act as a patient advocate within the health care system and community when needed.
4. Order medications, diagnostic testing and referrals in manner that reflects that provision of cost-conscious care and awareness of drug formularies.
5. Collaborate with health care providers/managers (social services, home health, mental health) to ensure comprehensive care for the primary care patient.

Practice Based Learning and Improvement

I. Continually assess knowledge and patient care practices and utilize information to stimulate self-directed learning.

1. Identify sources of information and guidelines pertaining to primary care.
2. Formulate and answer clinical questions using evidence-based resources.
3. Remain receptive to preceptor feedback and integrate feedback into clinical practice.