

FELLOWSHIP PROGRAM DIRECTOR

The **Fellowship Program Director (FPD)** is responsible for overseeing the Radiology department's fellowship programs including both the accredited and unaccredited fellowships. The FPD will be assisted by the Fellowship Coordinator and will work closely with and provide oversight of the individual section-based Fellowship Directors. The FPD will also work closely with the Vice Chair of Education and the Residency Program Directors to harmonize and optimize the training environment for all of the department's residents and fellows.

The FPD reports to the Department Chair and Vice Chair of Education but will work closely and strategically with a number of other individuals both within and external to the Radiology Department. This includes working collaboratively with the IURA Director of Finance and Administration, the IUHP Radiology Service Line Leader and Administrator, the IUSM Graduate Medical Education Office and Committee, the IUSM Dean's office, IU Health and Eskenazi Health, and the ACGME.

The Requirements & Qualifications of the FPD include the following:

- *Full-time faculty member*
- *Should continue in this position for a length of time adequate to maintain continuity of leadership and program stability*
- *Will be provided 0.2 FTE time to help fulfill the responsibilities*

Duties and Responsibilities of the FPD include the following:

- *Providing oversight of the Department's Fellowship programs and individual Section Based Fellowship Directors*
- *Fulfilling ACGME Accreditation requirements and any requirements/requests of the IUSM Graduate Medical Education (GME) Office and GME Committee*
- *Ensuring high quality educational experiences and environment so that Fellows are well prepared to practice high quality/high value radiology in academic or private practice settings*

- *Ensuring the recruitment of high quality Fellows with appropriate remediation/removal*
- *Working in harmony with the Residency Program Director to optimize the interrelationship and balance of Fellow and Resident education*
- *Assisting with the budgeting process for both accredited and unaccredited Fellows*
- *Leading efforts to expand number of Fellows in the department when appropriate and exploring alternate funding sources*
- *Supporting education research and innovation and ensuring quality research opportunities*
- *Implementing best practices with regard to hot-button issues derived from CLER*
- *Submitting the Annual Program Evaluation (APE)*
- *Implementing/enforcing policies and procedures consistent with institutional and program requirements for Fellow duty hours, working environment, and moonlighting*