**UofT Psychiatry Postgraduate Education LAE Rotation Structure**

**PGY1 LAE Rotation Structure**
- LAE clinic can occur on any half day except during Wednesday core teaching
  - This will still be under review through July 2019 to June 2020 academic year.
  - Friday afternoon not recommended
- Wednesday mornings reserved for core teaching
- All PGY1 new assessments are to be directly observed by their primary supervisor
- Suggested frequency of new assessments is every other week with opportunity to observe other residents
- Residents are expected to provide follow up care for a subset of patients seen in assessment with flexibility in the length of each episode of care
- Supervisors are to directly observe PGY1s providing follow-up care of patients based on following principles:
  - Each patient/resident dyad should be observed at a minimum of every two months
  - Patient care to be observed more frequently if the case is more complex or if there is concern about patient stability or safety
  - Patient care to be observed more frequently if there are concerns about the resident’s skill level
- PGY1s will have an identified supervisor available during the LAE for clinical support and supervision needs
- PGY1s are expected to check their phone messages /LAЕ site email a minimum of twice per week outside of LAE time (in addition to the day of clinic)
- PGY1s are responsible for receiving and triaging messages from patients, and will contact staff via an agreed upon method to discuss any changes in management plan for the patient
  - Urgent, safety concerns are communicated immediately
- Staff supervisors are ultimately responsible for urgent issues if they cannot be attended to by the PGY1 resident
- PGY1s are expected to chart on the day of the appointment, and dictations completed and edited within a week of the patient encounter
- PGY1 LAE rotation will provide training according to rotation objectives
- EPAs and ITERs for evaluation
- Supervisor to review patient case log every 3 months to assist with ensuring diversity of cases

**PGY2 LAE Rotation Structure**
- LAE clinic to occur on Tues., Wed., or Thurs.
- Avoid Mondays because of statutory holidays
- Mondays and Fridays reserved for other core or centralized teaching
- Two hours of LAE will be devoted to seeing psychotherapy patients
- Residents are expected to provide follow up care for a subset of patients seen in assessment with flexibility in the length of each episode of care
- Supervisors should commit to supervising a resident for 6 to 12 months
- Supervisors should aim to observe all PGY2s new assessments
- Suggested frequency of new assessments is every other week to weekly
• PGY2s are expected to check their phone messages / LAE email twice a week outside of LAE (in addition to the day of clinic)
• Supervisors are to directly observe PGY2s providing follow-up care of patients based on following principles:
  o Each patient/resident dyad should be observed at a minimum of every three months
  o Patient care to be observed more frequently if the case is more complex or if there is concern about patient stability or safety
  o Patient care to be observed more frequently if there are concerns about the resident’s skill level
• PGY2s are responsible for receiving and triaging messages from patients, and will contact staff via an agreed upon method to discuss any changes in management plan for the patient
  o Urgent, safety concerns are communicated immediately
• Staff supervisors are ultimately responsible for urgent issues if they cannot be attended to by the PGY2 resident
• PGY2s are expected to chart on the day of the appointment, and dictations completed, edited and sent to their supervisor for review within a week of the patient encounter
• Supervision for psychotherapy will occur outside of LAE time
• Severe Mental Illness requirements are incorporated into the LAE
  o Requirement of managing at least one patient with Bipolar Disorder and one patient with Schizophrenia, Delusional Disorder or Schizoaffective Disorder
• Each site works within framework, but can create site-specific LAE clinic
  o Number of residents per supervisor
  o Exposure to patient acuity (eg. follow up from inpatient admission, urgent care, etc.)
• PGY2 LAE rotation will provide training according to rotation objectives
• EPAs and ITERs for evaluation
• Supervisor to review patient case log every 3 months to assist with ensuring diversity of cases