CMEPEC APP/APC FELLOWSHIP ACADEMIC REPORT

Postgraduate Advanced Practice Fellowship Training • Institutional Compliance Matrix and Form

Provider Submission Instructions:
1. This document serves as the self-analysis narrative tracking report required for the CMEPEC APP/APC Fellowship accreditation.
2. Providers must map individual leads, check integration benchmarks, and provide systematic audit evidence descriptions matching your upcoming Site Visit timelines.
3. Keep all supporting text and referenced tools mapped accurately to your localized digital file paths.

Sponsoring Organization:	[Enter Sponsoring Entity]	**Date of Report:**	[MM / DD / YYYY]
Fellowship Specialty Track:	[e.g., Primary Care / Acute Track]	**Program Director Name:**	[Enter Director Name]
Current Trainee Cohort Count:	[Input Count]	**Accreditation Status:**	Self-Study Assessment Form

STANDARDS SECTION 1: Mission, Goals, and Objectives

Fellowship Council Directive: Requires that the mission of the postgraduate NP, PA, or Joint NP/PA training program be clear, concise, and effectively communicated. The mission must define the core purpose, justify resources, and build an alignment matrix mapping to constant High-Level Outcomes and concrete Curriculum Timelines.

Accountable Fellowship Role / Lead Name:	**Oversight Committee Placement:**
[Click to assign faculty lead]	[Click to specify committee]

Operational Evidence Integration Milestones:

- ☐ Mission statement published on external communications and print materials
- ☐ Mission reflected clearly in internal structural decision-making documents
- ☐ Functional hierarchy established mapping Mission -> Goals -> Objectives

Institutional Implementation & Internal Audit Narrative:

[Enter your comprehensive self-study responses detailing tracking portal deployment, curriculum volume analytics, and evaluation cycle frequencies...]

Physical/Digital Verification Proof Reference Map: _____

STANDARDS SECTION 2: Curriculum Implementation & Clinical Mastery

Fellowship Council Directive: Advance foundational knowledge to expand core competencies. Must guarantee a structured pathway for increasing clinical autonomy (progressive responsibility) and maintain numeric targets for clinical volume, demographics, and procedure logs. Requires systems-based quality projects and 10 core domain mastery.

Accountable Fellowship Role / Lead Name:	Oversight Committee Placement:
[Click to assign faculty lead]	[Click to specify committee]

Operational Evidence Integration Milestones:

- ☐ Clinical rotations provide defined pathways for progressive provider responsibility
- ☐ Numeric targets established for patient encounters, diagnoses, and procedural logs
- ☐ Scheduled didactic frameworks mapped with explicit learning objectives per track
- ☐ Trainees engaged in front-line, system-level Quality Improvement (QI) initiatives
- ☐ Curriculum explicitly maps to the 10 core competency domains (Patient Care, Tech, etc.)

Institutional Implementation & Internal Audit Narrative:

[Enter your comprehensive self-study responses detailing tracking portal deployment, curriculum volume analytics, and evaluation cycle frequencies...]

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STANDARDS SECTION 3: Evaluation, Governance, and Self-Assessment

Fellowship Council Directive: A systematic, intensive, and cumulative framework evaluating trainees from Day 1 (Self-Assessment) through regular intervals (weekly, monthly, quarterly). Requires robust performance remediation tools (PIP), programmatic advisory committee infrastructure, and documented annual reviews of cohort outcome measures.

Accountable Fellowship Role / Lead Name:	Oversight Committee Placement:
[Click to assign faculty lead]	[Click to specify committee]

Operational Evidence Integration Milestones:

- ☐ Bi-directional timeline established (Day 1 self-assessment + ongoing regular check-ins)
- ☐ Prompt, HR-aligned performance remediation pathways and PIP templates ready
- ☐ Comprehensive Trainee Learning Portfolios actively tracking chart audits and logs
- ☐ Program Director participates in budget validation and signs off on clinical site reviews
- ☐ Residency/Fellowship Advisory Committee meets semi-annually with archived minutes
- ☐ Faculty Development plan implemented to evaluate and improve teaching staff skills
- ☐ Annual Self-Assessment report generates written outcome statistics and action items

Institutional Implementation & Internal Audit Narrative:

[Enter your comprehensive self-study responses detailing tracking portal deployment, curriculum volume analytics, and evaluation cycle frequencies...]

Physical/Digital Verification Proof Reference Map: _____

Fellowship Executive Governance Sign-off & Attestation

We certify that this Self-Analysis Review report outlines an accurate reflection of clinical operations, didactic scheduling, and comprehensive evaluation tracks designed for the advanced practice fellowship program.

_____	_____
Fellowship Program Director Signature	Date
_____	_____
Advisory Committee Chair / Clinical Lead Signature	Date