



Guidance on Milestones

What Are Milestones?

Milestones are a semi-annual assessment tool, completed by a clinical competency committee, that provide a consistent framework for **formative** assessment of the resident. Milestones demonstrate the resident's progression towards competency throughout residency training.

Milestones are not the same as rotational assessments. Rotational assessments are created by each program director, in collaboration with the rotation directors, based on the individual resources of each institution. Rotational assessments vary from program to program and are designed to be a **summative** assessment of the resident's achievement of a rotation's competencies. Milestones are consistent for all podiatric medicine and surgery residency programs and assess a resident's progression from novice towards expert in their professional development.

The milestones are designed to be a shared framework to assess all podiatric residents. They are intentionally broad in nature and do not encompass specific medical or surgical procedures. Rather, they assess a resident's progression in growth in practice-based learning and improvement, patient care, systems-based practice, medical knowledge, interpersonal and communication skills, and professionalism.

How to Use Milestones

The program director must appoint a clinical competency committee to complete the milestones for each resident on a semi-annual basis. This committee must include at least three members and should be comprised of health professionals (faculty members and/or ancillary medical staff) who have extensive experience working with the residents and can comment on the progression of the residents throughout the program and identify gaps in training. While the program director may be a member of this committee, the committee must be chaired by someone other than the program director. The clinical competency committee must meet prior to the residents' semi-annual evaluations and advise the program director regarding each resident's progress on the milestones.

The program director is expected to review the milestones with each resident during the semi-annual meeting with the resident to review the extent to which the resident is achieving the program competencies. Milestones will not be shared with CPME, the Residency Review Committee, or outside agencies. Milestones will be shared with program directors for residents involved in program transfers or in fellowship training.

Milestones and Rotation Assessments

Milestones and rotation assessments both fall under requirement 7.2 in CPME 320, *Standards and Requirements for Approval of Podiatric Medicine and Surgery Residencies*, which states “The faculty and program director shall assess and validate, on an ongoing basis, the extent to which the resident has achieved the competencies.”

Milestones part of requirement 7.2 b	Rotation Assessments requirement 7.2 a
Semi-annual assessment tool for use by committee	Completed by individual faculty when rotation is complete
Formative assessments, assessing a resident’s progression from novice towards expert in their professional development	Summative assessments, assessing a resident’s knowledge and performance on an individual rotation during the residency
Identical for each residency program	Different for each residency program and each rotation
Broad in nature, focusing on practice-based learning and improvement, patient care, systems-based practice, medical knowledge, interpersonal and communication skills, and professionalism.	Specific for each rotation and residency program, based on competencies set by the program director and faculty depending on the institution’s resources

What Kind of Training Material Will Be Provided to Programs?

Once the milestones are approved by the Council on Podiatric Medical Education, the Council will create a **supplemental guide** to provide additional guidance and examples for each specific milestone. The guide will provide insight into what type of procedures or skills might expect to be observed and assessed at each level.

What is The Timeline for Adoption and Implementation of the New Document?

Upon approval of the revised CPME 320, *Standards and Requirements for Approval of Podiatric Medicine and Surgery Residencies*, the new document will have an implementation date of July 1 in the next training year. The Council will adopt an implementation plan for programs to transition to the standards and requirements in the new document. This implementation plan will allow the Council to extend a measure of leniency to the first residency programs that are evaluated utilizing the new documents. For on-site evaluations occurring during first two training years, the Council will require that the program document either compliance or evidence

that significant progress is being made to come into compliance with new requirements, especially those related to the implementation of milestones. The Council will not penalize a program for being noncompliant so long as the program has a formal plan in place that demonstrates its ability to become compliant within a reasonable time frame. The Council will request progress reports to monitor the progress of the program in achieving compliance with utilizing the milestones.