



POLICY: Well Being Committee Referral Process

PURPOSE: To provide a process by which UCSF Fresno program directors, faculty, residents and medical students can be referred or refer themselves to the resident well being committee for consultation and/or evaluation for substance abuse, psychiatric evaluation, personal and professional matters as necessary.

Policy: Residents and medical students may be evaluated or consult with the well being committee members individually by a formal or informal referral.

Formal Referral

A formal referral of a resident/medical student to the well being committee occurs when a resident/medical student is instructed and required by his/her program director to contact a member of the well being committee for consultation and/or evaluation regarding a concern the program director has related to the resident's/student's performance within the residency training program. The program director will contact the well being committee chair to notify him of the incoming referral.

Informal Referral

An informal referral of a resident/student for consultation and/or evaluation by any member of the well being committee can be done by the student, resident, faculty, or program director contacting any member of the committee.

When referrals are received by committee members, the committee chair will be notified by the member receiving the referral. All contacts will be logged on the Well Being Committee Contact Form (including follow-up contacts). Once a contact has been made and the committee member has consulted with the resident/student being referred the form must be completed and returned to the committee chair or the special projects manager in the Office of Medical Education so that a file number can be assigned.

The well being committee meets quarterly to review and discuss cases that have been referred. Committee members evaluate each case discussed to determine the progression and if further referral is needed beyond the well being committee.

(Original signed Policy is available in the UCSF Fresno Office of Medical Education)

Joan L. Voris, M.D., Associate Dean, Chair GMEC
