



**ASSOCIATE RESIDENCY PROGRAM DIRECTOR – UBC DEPARTMENT OF PATHOLOGY  
AND LABORATORY MEDICINE**

The Associate Program Director for the **UBC Hematopathology Residency Program** is responsible to the Program Director, Hematopathology, who in turn is responsible to the Head of the Department of Pathology and Laboratory Medicine, the Pathology Residency Programs' Executive Director, and the Associate Dean of Residency Training for the overall conduct of the Residency Program.

The Associate Program Director will work with the Program Director on the following responsibilities:

1. Development and maintenance of a clear program plan, including objectives relating to knowledge, skills, and attitudes and based upon the general objectives of training in the specialty as published in the Specialty Training Requirements of the Royal College of Physicians and Surgeons of Canada. The plan should also indicate the methods by which the objectives are to be achieved and the role played by each participating institution.
2. Conduct of the program, to ensure that residents are advancing and gaining in experience and responsibility in accordance with the CBD educational plan.
3. Regular review of the program to assess the quality of the educational experience and to review the resources available. This also includes the regular review of CBME curricular documents for the HP program, including detailed stage-specific Entrustable Professional Activities (EPAs) map, enabling competencies, and stage-specific assessment plans. The associated PD will ensure a plan for continuous quality improvement of Hematological Pathology residency program, including regular reviews of CBD curriculum and assessment tools.
4. Ensuring resident block rotations meet specific required training experiences of CBD – HP training and allow ample opportunities to achieve the EPA's of the specific phase of CBD.
5. Assessment of performance and tracking of each resident through a well-organized program of in-training evaluation on the basis of CBD EPA's and ITERS. This will include the final evaluation at the end of the program as required by the Royal College.



6. Establishment of mechanisms to provide career planning and counseling for residents and to deal with problems such as those related to psychological stress.

7. Selection of candidates for admission to the program, in accordance with policies determined by the Faculty Postgraduate Medical Education Committee.

8. Attendance at relevant and applicable meetings (UBC Department of Pathology and Laboratory Medicine Program Directors' Executive Committee meetings, Faculty Postgraduate Medical Education (PGME) Committee meetings, Faculty Residency Education Committee meetings, and etc.)

REIMBURSEMENT: Stipend provided – further information upon request

TERM: 1 year