

University at Buffalo
Pediatric Emergency Medicine Fellowship

Program Evaluation Committee
Outline of Responsibilities
{Most recent update: June, 2025}

The University at Buffalo Pediatric Emergency Medicine Fellowship has created the Program Evaluation Committee (PEC), in accordance with ACGME guidelines.

PEC members*:

- Program Director
- Associate Program Director
- Training Program Administrator
- Faculty
- Research Staff

*The membership will also include all current PEM Fellows. Ongoing membership changes will be at the program director's discretion.

Committee responsibilities:

- Plan, create, implement and continually evaluate the educational content and value of all educational activities of the program, including but not limited to, clinical rotations, the didactic curriculum, scholarly activity, and the CQI program.
- Review regularly and make recommendations for revision of competency-based goals and objectives for educational activities.
- Address areas of non-compliance with ACGME standards.
- Review the program annually using evaluations from faculty, fellows, and others, culminating in the written Annual Program Evaluation according to ACGME regulations.
- Monitor the procedural experience of the Fellowship in terms of quantity and quality.
- Monitor regularly the duty-hour experience of fellows and assure compliance with state and ACGME regulations.
- Monitor the experience of rotating residents, fellows, and medical students in terms of its impact on the fellows' training.
- Oversee and monitor the recruitment process.
- Monitor and implement necessary activities or policies to ensure fellow wellness.