Family Medicine Residency
Practice Management Rotation (MFPU or HSM)
Faculty Coordinator: Dr. Brandon Churchill (Updated: June 2026)

Rotation Goal

The overall educational goal of the Practice Management curriculum is to provide residents with the skills and knowledge necessary to lead and continuously improve all elements of healthcare delivery, including compliance with external regulatory agencies and accreditation requirements.

The rotation will include a four-week block in PGY-3 year, monthly noon conferences, and additional longitudinal experiences, including didactics on coding and documentation, HIPAA, practice finances, and medicolegal issues.

The PGY-3 experience will include a four-week block with required reading and discussion on various practice management topics. Residents will utilize google classroom for readings and discussion.

The longitudinal component will include quarterly advisor/advisee meetings during which residents will review productivity reports via New-Innovations. The longitudinal component will involve at a minimum of 21 hours.

Supervision

Residents will be supervised by attendings, office staff, and community preceptors. Faculty coordinator is Dr. Justin Turner.

Rotation Objectives

By the end of the Practice Management rotation, PGY 3 residents are expected to expand and cultivate skills and knowledge learned during previous training and to achieve the following objectives based on the six general competencies. The resident should exhibit an increasing level of responsibility and independency as he or she progresses throughout the year.

Competency	Required Skill(s)	Teaching Method(s)	Formative Evaluation Method(s)	Frequency of Evaluation
Patient Care	**SPECIALTY SPECIFIC OBJECTIVES**			
	Adequately document the patient encounter and appropriately bill for medically- necessary services	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Advocate for the patient's welfare while balancing the business realities of practice management	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Develop an understanding of how external quality reviews mandate an effective participation in outcomes research	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Explore practice models that enhance patient access to care and collaboration with other health professionals	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
Medical Knowledge	**SPECIALTY SPECIFIC OBJECTIVES**			
	Develop the knowledge to effectively lead and improve health care delivery and develop skills such as organization, administration, communication, marketing, and patient care.	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly

	Demonstrate knowledge of the following: • Practice opportunities • Practice facilities • Office organization • Practice operations • Office management • Medical records • Staff and personnel policies • Legal issues • Hospital responsibilities • Marketing • Resources such as practice management consultants, accountants, lawyers, bankers, and marketing consultants	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Develop leadership skills that will enable them to effectively provide care in a wide variety of settings	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Critically evaluate practice models using the skills acquired during the practice management curriculum	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
Practice Based Learning and Improvement	**SPECIALTY SPECIFIC OBJECTIVES**			
	See General Family Medicine Objectives for a comprehensive list.			
	Systematically analyze practice, using quality improvement methods, and implement changes with the goal of practice improvement	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Identify strengths, deficiencies and limits in one's knowledge and expertise; set learning and improvement goals; and identify and perform appropriate learning activities	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
Interpersonal and Communication Skills	**SPECIALTY SPECIFIC OBJECTIVES**			
	See General Family Medicine Objectives for a comprehensive list.			
	Communicate effectively with patients and families across a broad range of socioeconomic and cultural backgrounds; with physicians, other health professionals, and health related agencies; and with office staff, business consultants, and professional associates	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Work effectively as a member of leader of a health care team or other professional group	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Maintain comprehensive, timely, and legible medical records	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly

Professionalism	**SPECIALTY SPECIFIC OBJECTIVES**			
	See General Family Medicine Objectives for a comprehensive list.			
	Develop the skills to prudently select advisors, vendors, and professional associates that protect and respect the privacy of all patients, and who adhere to high ethical standards.	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Behave in a professional manner when interacting with patients or other health care providers (i.e., integrity, respect, accountability, punctual)	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
Systems-Based Practice	**SPECIALTY SPECIFIC OBJECTIVES**			
	See General Family Medicine Objectives for a comprehensive list.			
	Incorporate considerations of cost awareness and risk-benefit analysis in patient care	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Advocate for quality patient care and optimal patient care systems while balancing the business realities of practice management	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Work in interprofessional teams to enhance patient safety and improve patient care quality	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly
	Participate in identifying systems errors and in implementing potential systems solutions	Didactics Self Directed Learning One on One Sessions	Direct Feedback Global Evaluation 360 Degree Evaluation	Daily Monthly Monthly

Educational Resources

1. www.theabfm.org
2. Residency to reality: practice management tools: American Academy of Family Physicians
3. On Your Own, Starting a Medical Practice from the Ground Up: American Academy of Family Physicians
4. Giovino, J., 14 Alternative Practice Styles, Family Practice Management, February 2001
5. Moore, K., Productivity Primer, Family Practice Management, May 2002
6. Google Classroom. Practice Management.