## Goals and Objectives for Residency Training
**Department of Otolaryngology – Head & Neck Surgery**  
**University of Toronto**

<table>
<thead>
<tr>
<th><strong>Index</strong></th>
<th><strong>Page</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Goals of the Program</td>
<td>2</td>
</tr>
<tr>
<td>Definitions of Resident Levels</td>
<td>4</td>
</tr>
<tr>
<td>CanMEDS 2005 Framework</td>
<td>5</td>
</tr>
<tr>
<td>Rotation-Specific Educational Objectives – Otolaryngology</td>
<td>6</td>
</tr>
<tr>
<td>Elective Rotations</td>
<td>6</td>
</tr>
<tr>
<td>Objectives of Training and Specialty Training</td>
<td>7</td>
</tr>
<tr>
<td>Requirements in Otolaryngology (RCPSC)</td>
<td></td>
</tr>
<tr>
<td><strong>Rotation Educational Objectives</strong></td>
<td></td>
</tr>
<tr>
<td>a) Neurosurgery (PGY-1)</td>
<td>12</td>
</tr>
<tr>
<td>b) Adult Emergency Medicine (PGY-1)</td>
<td>15</td>
</tr>
<tr>
<td>c) Internal Medicine (PGY-1)</td>
<td>18</td>
</tr>
<tr>
<td>d) Anesthesia (PGY-1)</td>
<td>20</td>
</tr>
<tr>
<td>e) Diagnostic Imaging (PGY-1)</td>
<td>23</td>
</tr>
<tr>
<td>f) General Surgery (PGY-2)</td>
<td>25</td>
</tr>
<tr>
<td>g) Plastic Surgery (PGY-2)</td>
<td>28</td>
</tr>
<tr>
<td>h) Critical Care Medicine (PGY-2)</td>
<td>31</td>
</tr>
<tr>
<td>i) Otolaryngology (PGY-1 and 2)</td>
<td>33</td>
</tr>
<tr>
<td>j) Otolaryngology (PGY-3)</td>
<td>38</td>
</tr>
<tr>
<td>k) Otolaryngology (PGY-4)</td>
<td>44</td>
</tr>
<tr>
<td>l) Otolaryngology (PGY-5)</td>
<td>51</td>
</tr>
</tbody>
</table>
Overall Goals of the Program

The mission of the residency-training program at the University of Toronto is to produce graduates who have all skills and competencies necessary to function as a consultant in General Otolaryngology as well as the ability to transition seamlessly into post-graduate fellowship training.

It is expected that graduates will acquire and demonstrate competencies in all of the CanMEDS (Canadian Medical Education Directions for Specialists) roles as outlined by the Royal College of Physicians and Surgeons of Canada. These competencies are organized into domains of Medical Expert, Communicator, Collaborator, Manager, Health Care Advocate, Scholar, and Professional (see page 5).

These overall goals will be accomplished via a series of specifically designed rotations and employing a graded escalation of responsibility commensurate with the trainee’s level of training and ability.

The training program consists of specific rotations at University of Toronto teaching and community hospitals. It is recognized that these hospitals have different but overlapping areas of subspecialty exposure. The core otolaryngology teaching hospitals as of July 1, 2005 are as follows:

- The University Health Network (UHN) provides trainees with in-depth exposure to Otology, Otoneurology, Basic and Advanced Audiology/Vestibular Testing, Head & Neck Oncology, General and Major Head and Neck Surgery, Microvascular and Reconstructive Surgery and Skull Base Surgery.

- Mount Sinai Hospital (MSH) provides trainees with in-depth exposure to General Otolaryngology, Head & Neck Oncology, Rhinology, Basic and Advanced Audiology and Vestibular Testing, General Otolaryngology Procedures, Major Head and Neck Surgery with emphasis on Endocrine Surgery, External and Endoscopic Rhinologic Procedures. Exposure to Facial Cosmetic Surgery is also provided.

- The Hospital for Sick Children (HSC) provides in-depth exposure to all aspects of Paediatric Otolaryngology.

- Saint Michael’s Hospital (SMH) provides trainees with in-depth exposure to General Otolaryngology, Voice Disorders, Endocrine Head & Neck Disorders, Rhinology, Basic and Advanced Audiology/Vestibular Testing, Nasal Airflow Testing, Head & Neck Trauma, General Otolaryngology Procedures, Endocrine Head and Neck Surgery, Basic and Advanced Laryngeal Procedures, Endoscopic and Rhinologic Procedures and Skull Base Surgery.
• Sunnybrook and Women’s College Health Sciences Centre (SWCHSC) provides trainees with in-depth exposure to General Otolaryngology, Otology, Otoneurology, Basic and Advanced Audiology/Vestibular Testing, Head & Neck Oncology, General and Major Head and Neck Surgery, Microvascular and Reconstructive Surgery, and Skull Base Surgery.

• Toronto East General Hospital (TEGH) provides trainees with in-depth exposure to General Otolaryngology (including Paediatric Otolaryngology), Otology, Rhinology, Head & Neck Oncology, General and Paediatric Otolaryngology Procedures, Basic and Advanced Head & Neck Surgical Procedures, Basic and Advanced Endoscopic Rhinologic Procedures and Facial Plastic Surgery

• Saint Joseph’s Health Centre (SJHC) provides trainees with in-depth exposure to General Otolaryngology (including Paediatric Otolaryngology), Otology, Rhinology, General and Paediatric Otolaryngology Procedures, Head & Neck Surgical Procedures, Basic and Advanced Endoscopic Rhinologic Procedures and Facial Plastic Surgery

It is expected that exposure to General Otolaryngology will occur at all sites in the Operating Rooms, Outpatient Clinics, In-patient wards, and Emergency Departments. It is also acknowledged that, while specific subspecialty expertise may be concentrated at one site or another, it is not necessarily limited to these sites and that there will be overlap, particularly in areas of Paediatrics, Otology, and Rhinology.

Achievement of the overall objectives of the Program will also be accomplished through off-service rotations in Emergency Medicine, Internal Medicine, Anesthesia, Head and Neck Radiology, Neurosurgery, General Surgery, Plastic Surgery, Critical Care Medicine, as well as Elective rotations.
Definitions of Resident Levels:

**Chief Resident** – shall refer to the administrative chief resident responsible for call schedules and other logistical issues pertaining to the training program. The Chief Resident shall be elected by his/her peers.

**Senior Resident** – shall refer to residents in PGY-4 or PGY5. On rare occasion, a PGY-3 resident may function in this capacity when desirable for training purposes.

**Off-Service Otolaryngology Resident** – shall refer to a resident in the Otolaryngology training program who is in his/her year of Core Surgery training in another discipline.

**Off-Service Resident** – shall refer to a resident in another training program doing an elective on an otolaryngology service.
CanMEDS 2005 Framework
Essential Roles and Key Competencies for Specialist Physicians

Medical Expert
1. Function effectively as consultants, integrating all of the CanMEDS Roles to provide optimal, ethical and patient-centered medical care;
2. Establish and maintain clinical knowledge, skills and attitudes appropriate to their practice;
3. Perform a complete and appropriate assessment of a patient;
4. Use preventive and therapeutic interventions effectively;
5. Demonstrate proficient and appropriate use of procedural skills, both diagnostic and therapeutic;
6. Seek appropriate consultation from other health professionals, recognizing the limits of their expertise.

Communicator
1. Develop rapport, trust and ethical therapeutic relationships with patients and families;
2. Accurately elicit and synthesize relevant information and perspectives of patients and families, colleagues and other professionals;
3. Accurately convey relevant information and explanations to patients and families, colleagues and other professionals;
4. Develop a common understanding on issues, problems and plans with patients and families, colleagues and other professionals to develop a shared plan of care;
5. Convey effective oral and written information about a medical encounter.

Collaborator
1. Participate effectively and appropriately in an interprofessional healthcare team;
2. Effectively work with other health professionals to prevent, negotiate, and resolve interprofessional conflict.

Manager
1. Participate in activities that contribute to the effectiveness of their healthcare organizations and systems;
2. Manage their practice and career effectively;
3. Allocate finite healthcare resources appropriately;
4. Serve in administration and leadership roles, as appropriate.

Health Care Advocate
1. Respond to individual patient health needs and issues as part of patient care;
2. Respond to the health needs of the communities that they serve;
3. Identify the determinants of health of the populations that they serve;
4. Promote the health of individual patients, communities and populations.

Scholar
1. Maintain and enhance professional activities through ongoing learning;
2. Critically evaluate information and its sources, and apply this appropriately to practice decisions;
3. Facilitate the learning of patients, families, students, residents, other health professionals, the public, and others, as appropriate;
4. Contribute to the creation, dissemination, application, and translation of new medical knowledge and practices.

Professional
1. Demonstrate a commitment to their patients, profession, and society through ethical practice;
2. Demonstrate a commitment to their patients, profession, and society through participation in profession-led regulation;
3. Demonstrate a commitment to physician health and sustainable practice.
Rotation-Specific Educational Objectives – Otolaryngology

These rotation-specific educational objectives relate to knowledge, skills, and attitudes that are to be acquired and demonstrated on the specific rotation identified. It is acknowledged that the experience of the residents on any rotation will be influenced by external factors and that the exposure is not necessarily limited to the stated objectives.

It is expected that the resident will read and become familiar with the rotation specific objectives upon commencing a given rotation. It is also expected that the consultants supervising residents will be intimately aware of the rotation specific objectives.

Elective Rotations:

It is expected that the trainee will develop specific educational objectives for all elective rotations. This policy is of necessity due to the varying nature of electives between different trainees and will also provide the trainees an opportunity to demonstrate competency in the CanMEDS domains of scholar, communicator, collaborator, and professional.

The trainee will have the responsibility to indicate the intended elective site and content as well as the supervisor to the Program Director. The trainee must develop objectives and submit the proposed information, in writing, to the Program Director. The Program Director will be available to meet with the trainee to review or provide guidance in developing these objectives. Once the above criteria have been satisfied, the Program Director will grant approval for the elective.

The trainee is also welcome to use the rotation-specific objectives that follow as a guideline; the elective objectives need not be as detailed or lengthy as the required rotations but must be specific, measurable, appropriate, and realistic.

In order for the elective to be approved all requested information must be submitted to the Program Director at least 2 (two) months prior to commencement of the elective.

The following pages give the “Objectives of Training and Specialty Training Requirements in Otolaryngology” as defined by the Royal College of Physicians and Surgeons of Canada. Following that are Rotation Specific Objectives for the various rotations associated with your training.
Royal College of Physicians and Surgeons of Canada

Objectives of Training and Specialty Training Requirements in Otolaryngology
Approved by Education Committee, 2000

Objectives of Training

DEFINITION

Otolaryngology is that branch of medicine concerned with the screening, diagnosis and management of medical and surgical disorders of the ear, the upper respiratory and upper alimentary systems and related structures and the head and neck.

GENERAL OBJECTIVES

Otolaryngologists must possess a sound knowledge in the general principles of medicine and surgery. During the course of training, the resident will acquire satisfactory knowledge of the principles common to all surgical practice. Otolaryngology embraces some components of neurology, neurosurgery, plastic surgery, dermatology, respirology, pathology, oral surgery and other specialties. Residents must have knowledge in these fields as relates to the specialty.

Residents must develop clinical competence and detailed knowledge of the scientific rationale for the medical and surgical management of otolaryngologic disorders in patients of all ages. This includes knowledge of the techniques of craniofacial surgery, neurotologic surgery, facial cosmetic surgery and reconstructive surgery of the head and neck.

Residents must demonstrate the knowledge, skills and attitudes relating to gender, culture and ethnicity pertinent to otolaryngology. In addition, they must demonstrate an ability to incorporate gender, culture and ethnic perspectives in research methodology, data presentation and analysis.

On completion of the educational program, graduating physicians will be competent to function as a consultant otolaryngologist.

SPECIFIC OBJECTIVES
(Revised into CanMEDS format — May 2000)

At the completion of training, the resident will have acquired the following competencies and will function effectively as:
Medical Expert/Clinical Decision-Maker

**General Requirements**

- Demonstrate diagnostic and therapeutic skills for ethical and effective patient care.
- Access and apply relevant information to clinical practice.
- Demonstrate effective consultation services with respect to patient care, education and legal opinions.

**Specific Requirements**
Specific knowledge in the following areas:

- Embryology, anatomy, histology, physiology, pharmacology, pathology, pathophysiology, microbiology, biochemistry, genetics and immunology of the ear, nose, paranasal sinuses and upper aerodigestive tract and adnexa and related neurological and cervicofacial structures.
- Physics of sound and neurophysiology of hearing and vestibular functions including the principles underlying audiological and vestibular testing, electrophysiologic techniques and other related laboratory procedures.
- Principles of oncology as they apply to the head and neck.
- Principles of trauma management as it relates to head and neck.
- Principles of therapeutic and diagnostic radiology and their application within the specialty including the interpretation of imaging techniques relevant to the head and neck.
- Principles of laser therapy, cryotherapy, and electro surgery and their applications.
- Principles and techniques used in evaluation and treatment of speech, hearing, voice and swallowing disorders.
- All diagnostic and surgical procedures commonly performed in otolaryngology. This specifically includes competence in the areas of general otolaryngology, otology, sinusonal surgery, endoscopy, head and neck surgery and reconstruction, cervicofacial trauma, cervicofacial cosmetic surgery and the use of regional anesthesia.
- In provision of pre- and post-operative care by demonstrating appropriate clinical judgement in selection of therapy.

Communicator

**General Requirements**

- Establish therapeutic relationships with patients and their families.
- Obtain and synthesize relevant history from patients/families/communities.
- Discuss appropriate information with patients/families and members of
the health care team.
  o Listen effectively.

**Specific Requirements**

  o Demonstrate the capacity to recognize the psychological, occupational and social consequences of disorders of the head and neck and the ability to provide effective counselling to patients and their families. In particular residents will recognize the unique issues related to deafness and the deaf community, balance disorders, sleep apnea, malignancies of the head and neck and other pertinent disorders related to the otolaryngology patient.
  o Demonstrate the ability to explore patient's beliefs, concerns, and expectations about the origin, nature and management of his/her illness. Otolaryngologists need to be able to assess the impact of such factors as age, gender, ethno-culture background, social support, and emotional influences on a patient's illness.
  o Maintain clear, accurate and appropriate records.

**Collaborator**

**General Requirements**

  o Consult effectively with other physicians and health care professionals.
  o Recognize when optimal care is best provided by an interdisciplinary team and contribute effectively to team activities.

**Specific Requirements**

  o Demonstrate the ability to recognize team members’ area of expertise.
  o Respect the opinions and roles of individual team members.
  o Contribute to healthy team development and conflict resolution, and contribute their own expertise to the team's task.

**Manager**

  o Utilize resources effectively to balance patient care, learning needs, and outside activities.
  o Allocate finite health care resources wisely.
  o Work effectively and efficiently in a health care organization.
  o Utilize information technology to optimize patient care, life-long learning and other activities.
Health Advocate

**General Requirements**

- Identify the important determinants of health affecting patients.
- Contribute effectively to improved health of patients and communities.
- Recognize and respond to those issues where advocacy is appropriate.

**Specific Requirements**

- Encourage behaviours that promote hearing protection and conservation at work and at home and the encouragement of behaviours that reduce patient's risks of malignancy of the head and neck through avoidance. This can be applied at the individual patient level, to a practice population, or at the general societal level.
- Promote policies that encourage early identification of patients presenting with disorders of the head and neck through screening programs for hearing impairment and malignancy.
- Facilitate patient's access to local and national resources available for the hearing impaired.
- Actively educate other health care providers and the public regarding common head and neck problems that benefit from early intervention.

Scholar

**General Requirements**

- Develop, implement and monitor a personal continuing education strategy.
- Critically appraise sources of medical information.
- Facilitate learning in patients, house staff, students and other health professionals.
- Contribute to development of new knowledge.

**Specific Requirements**

- Demonstrate the ability to select an appropriate question, efficiently search for and assess the quality of evidence in literature and keep up to date with evidence-based standards of care for the most common otolaryngology problems.
- Demonstrate understanding of the important role of basic and clinical research, and of the critical analysis of scientific developments, in relation to the practice of contemporary otolaryngology, i.e., epidemiology and biostatistics and research techniques. While not all otolaryngologists will engage in active research, they must have the
skills to participate in collaborative research projects, quality assurance, or guidelines development relative to the practice of otolaryngology.

Professional

- Deliver highest quality care with integrity, honesty and compassion.
- Exhibit appropriate personal and interpersonal professional behaviours.
- Practice medicine ethically, consistent with the obligations of a physician.

Specialty Training Requirements
(These specialty training requirements apply to those who began training on or after 1 June 1994.)

Five years of approved training in otolaryngology. This period must include:

1. Two years of core training in surgery, in which up to 12 months must be spent in otolaryngology or related designated specialties. This period is under the direction of the Otolaryngology Program Director in conjunction with the Core Surgery Program coordinator. This initial period of postgraduate training allows the acquisition of knowledge, skills and attitudes underlying the basics to the practice of surgery in general and preparatory to further training in Otolaryngology.
2. Three years of approved resident training in otolaryngology. This period is under the direction of the Otolaryngology Program Director. This may include six months in clinical or basic research in a department approved by the College.