THE IMPORTANCE OF THE BLOCK SCHEDULE
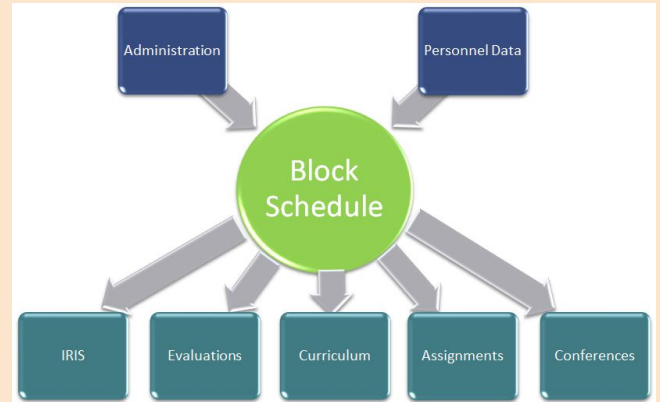
❖ The Block Schedule provides the detail for the academic year and consists of designated intervals of time to which the rotations are assigned. The information in the Block Schedule drives the process for calculating monthly billing and annual GME payment reporting.

❖ Hospital and clinic sites rely on the Block Schedule to be able to plan for your trainees arrival and ensure that they have a successful rotation.

❖ In New Innovations, the Block Schedule affects the following modules:
- ➢ Evaluations
- ➢ Curriculum
- ➢ Duty Hours
- ➢ Conferences
- ➢ Assignment Schedules
- ➢ Finance / IRIS

❖ An inaccurate or incomplete Block Schedule in New Innovations effects the following:
- ➢ Site staff is not prepared
  Systems/Logins are not set up
  - ■ Every site has an onboarding process. Staff will need to be available to administer this process. This could include: reviewing policies and procedures; tours of the facility; and other paperwork.
  - ■ At some sites, it could take up to two weeks for a site coordinator to receive login information for the EMR and other systems.
- ➢ Faculty/Providers/Preceptors are not available
  - ■ Faculty schedules vary widely and change frequently. A preceptor may not be available to teach if they did not know a trainee was going to be at the site. Also, most sites have multiple learners at their locations and are limited to the number of trainees they can have at any given time.
- ➢ Trainee does not get evaluated
  - ■ Trainee evaluations are an integral part of their training. Evaluations will not be directed to the correct people or may not go out at all if the schedule is incorrect.
- ➢ Billing is incorrect
  - ■ Calculations for IRIS reimbursement are based on the block schedule. If the block schedule is not correct, then FTE's can be effected.

❖ Resources:
- ➢ Video: The Importance of the Block Schedule
- ➢ Introduction to RMS Handbook
- ➢ New Innovations Webinars:
  - ■ [04] Block Schedule
    - ● [4.0] Block Schedule - Block Schedule Basics
    - ● [4.1] Block Schedule - Creating a Block Schedule on the Web