 **Program Implementation Plan**

**Program Name:** **Date Submitted:**

1. **FPIN Internal Leader(s)**
	1. **Local Editor (LE) Name:**
		1. LE Experience and Background:
	2. **FPIN Champion Name/ Communication Liaison :**
		1. Main responsibility will involve tracking activities and process. Who will fill this role and briefly describe how they will track FPIN activities (meetings, deadlines, etc.)?
	3. **Additional Faculty Names:**
		1. Faculty Experience and Background:
		2. How do you intend to get other faculty involved?
2. **FPIN Activities**
	1. **What current struggles/obstacles are you facing at your program regarding scholarly activity and faculty development?**
	2. **What is your goal for your FPIN activities this year?**
	3. **What support/guidance can FPIN provide to assist with your success?**
	4. **When and how do you plan to introduce FPIN to your program?**
	5. ***Build Critical Appraisal Skills: PURLs Journal Club***
		1. Do you have a Journal Club in place? When is your Journal Club? How often do you plan to have it?
		2. Who will be leading it? Who participates?
	6. ***Develop Your Faculty: HelpDesk Answers (HDAs)***
		1. Have you reviewed the HDA timeline?
		2. What is the plan for the Local Editor or Local Editor in Training to complete their first draft and how will they implement a structure to ensure it is completed to the end of the editorial process?
		3. Will there be continuous protected time for the faculty to work on the manuscript once the first draft is submitted and it begins the editorial process?
		4. Does the LE plan to have another faculty champion co-author?
		5. Do you plan to have additional faculty begin writing as well?
	7. ***Teach Residents to be Better Consumers of the Medical Literature***
		1. Are you planning to have your residents get involved in the scholarship of integration by writing a letter to the editor of *Evidence-Based Practice*?