



Job Aid	Resident Fellow Directory Job Aid - GME	ID:	17927
Keywords	Citrix, resident, fellow, supervision, MedHub, privileges, certification		
Department	Graduate Medical Education (GME)		

I. Purpose

This job aid provides the steps for accessing the *Resident Fellow Directory* for the purpose of viewing Resident procedure privileges and certifications at Dartmouth Hitchcock (DH).

II. Definitions

- **Resident:** Any physician in an ACMGE-accredited graduate medical education (GME) program including residents and fellows at DH.

III. Steps

A. Access the *Resident Fellow Directory*

1. Citrix: Click on the Citrix icon in the lower right corner of a computer logged into the DH network then > DH Enterprise Applications > Resident Fellow Directory.
2. eD-H: Click on the WebLinks tab on a computer logged into eD-H then > Schedules and Paging > LEB/CGP On Call and Paging > Resident Directory.
3. Intranet: Click on the At Work tab on a computer logged onto the DH Intranet then > Clinician Resources > Resident/Fellows Directory.
4. MedHub: Click on GME Resident/Fellow Lookup under Resources/Documents on the homepage of a computer logged into the MedHub Residency Management System.

B. Search for a Resident's procedure privileges and/or certifications

1. Search for an individual by typing a last name, first name, or pager number into the search field and clicking Submit.

Search

Submit

Last name, first name, employee ID or pager

- Click on the name of the individual (underlined).

1 Results						Resident List	Resident Photo Directory
Name	Program	Type	Level	Pager	Email		
<u>Mouse, Mickey</u>	Z - All Faculty	Resident	1		jenna.l.b.lavoie@hitchcock.org		

- View the Resident's procedure privileges, supervision levels and procedure certifications in the window that opens.

C. Direct any questions regarding the displayed privileges, supervision levels and certifications to the listed Program Director or Program Coordinator.

Responsible Owner:		Contact:	Karen Miller
Approved By:	GMEC Approver Group, Office of Policy Support - All Other Documents	Version #	2
Current Approval Date:	08/28/2026	Old Document ID:	
Date Policy to go into Effect:	08/28/2026		
Related Polices & Procedures:			
Related Job Aids:			