

Promotions and Reappointments

Effective: July 1, 2018
Reviewed by GMEC: April 10, 2018
Initial Approval by GMEC: August 4, 1993

Statement

Residents are promoted on the basis of acceptable periodic evaluations which may be supplemented by written or oral competency examinations (or other evaluation methods), by recommendation of their department's appropriate Committee, and by final approval of the GMEC. If it is the intent of a program not to promote a resident/fellow and not to offer the resident/fellow a new agreement of appointment, the resident/fellow will receive advance written notice.

Associated Policy (ies)

USMLE Step 3 Policy
Grievance and Due Process
Remediation

Responsible Positions (Title)

Residents and Fellows
Program Director
GME Office

Equipment Needed

None

Procedure Steps, Guidelines, Rules, or Reference

1. Each department's Promotion Committee reviews the resident/fellow's evaluations for the preceding academic year, including CCC reviews.
2. If it is determined by the department's Committee (utilizing departmental criteria that are approved by the GMEC) that the resident/fellow is eligible for promotion, this recommendation is forwarded to the GMEC.
3. An additional requirement is the successful completion of all levels of the appropriate licensing examination: Step 3 of the United States Medical Licensing Exam (USMLE) or the equivalent National Board of Osteopathic Medical Examiners (NBOME) Step 3 and COMLEX Step 3. Documentation of successful completion must be provided to the Program Director and the Department of Medical Education. *See Separate USMLE Step 3 Policy.*
4. The programs provide preliminary promotions lists in April and the GMEC acts on each department's final recommendations no later than the month preceding promotion or graduation.
5. Should significant deficiencies cause a resident/fellow not to be promoted, a plan for remedial work, including performance monitoring, is arranged by the resident/fellow's Program Director with the approval of the GMEC.
6. In the event that a program determines that a resident/fellow's agreement of appointment should not be renewed, or that a resident/fellow should not be promoted to the next level of training, the Program Director must present the program's recommendation to the GMEC before the end of the resident/fellow's current agreement of appointment. Upon approval of the GMEC, the Program

Director must provide as much written notice of intent not to renew or promote to the next level of training to the resident/fellow as circumstances reasonably allow, but no later than prior to the end of the resident/fellow's current agreement of appointment.

7. Should a resident/fellow receive a written notice of intent not to renew the agreement of appointment, or of intent to renew the agreement but not promote, the resident/fellow will be allowed to implement the Palmetto Health GME Grievance and Due Process procedure.

References

None