

Transfer of Residents

Effective: July 1, 2018
Reviewed by GMEC: June 12, 2018
Initial Approval by GMEC: February 10, 2010

NOTHING CONTAINED IN THIS POLICY OR IN ANY OTHER POLICY CREATES A CONTRACT RIGHT. CONSISTENT WITH SOUTH CAROLINA LAW, ALL EMPLOYEES ARE EMPLOYED "AT WILL," WHICH MEANS THAT THE EMPLOYEE HAS THE RIGHT TO TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, WITH OR WITHOUT NOTICE OR CAUSE, AND THAT PALMETTO HEALTH RETAINS THE SAME RIGHT. EXCEPTIONS TO THE POLICY THAT ALL EMPLOYEES ARE EMPLOYED "AT WILL" MAY BE MADE ONLY BY WRITTEN AGREEMENT SIGNED BY THE PRESIDENT OF PALMETTO HEALTH.

Statement

Transfer of residents between residency programs or Sponsoring Institutions should be a rare occurrence. Program directors of residents considering transfer must verify whether previous training time qualifies to receive credit in their residency program. If so, the Program Director must also obtain verification of the amount of time for which credit is allowed.

Associated Policy (ies)

None

Responsible Positions (Title)

Residents & Fellows
Program Director
Program Coordinator
GME Office

Equipment Needed

None

Procedure Steps, Guidelines, Rules, or Reference

Palmetto Health Residency Program Directors should not initiate or solicit Transfer of residents. A resident considering a change should first initiate discussions with his/her current Program Director and with the Palmetto Health DIO. Applicants considering transferring must meet all eligibility and selection criteria established by the appropriate Sponsoring Institution.

Residents are considered as transferring residents under several conditions which include:

- when moving from one program to another within the same or different sponsoring institution;
- when entering a PGY 2 program requiring a preliminary year (even if the resident was simultaneously accepted into the prelim PGY1 program and the PGY 2 program as part of the match [e.g., accepted to both programs right out of medical school].)

Neither the term "transferring resident" nor the responsibilities of the program directors apply to a resident who has successfully completed a specialty residency and then is accepted into a subspecialty fellowship.

1. If a resident wishes to transfer to another program, the resident must inform his/her current Program Director and the Palmetto Health DIO as soon as is practical. The resident must obtain written notification from the current Program Director indicating that pursuing a transfer is acknowledged.
2. Before accepting a transferring resident, the "receiving" Program Director must obtain written or electronic verification of prior education from the current Program Director. Verification includes:

- evaluations,
- rotations completed,
- procedural/operative experience, and
- a summative competency-based performance evaluation using Milestone assessments by the Clinical Competency Committee.

These will become part of the resident's permanent file.

3. Board certification status must also be explored and documented.
If the resident is changing specialties, the "receiving" program director must contact the appropriate Board(s) to ascertain what, if any, credit the resident can receive for prior training.
4. Program Directors must provide timely verification of residency education and summative performance evaluations for residents who transfer out of their program.
5. Before a final decision is made to accept a resident/fellow from another Sponsoring Institution, the Program Director must consult with the DIO, and complete appropriate forms, to determine implications of the transfer.

Reference

None