NAME: RESIDENT PROGRAM TRANSFERS

POLICY: Before accepting a resident or fellow who is transferring from another program, the program director must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident.

DEFINITION:
Residents or fellows are considered as transfer residents under the following situations:
- Moving from one program to another within the same or different sponsoring institution;
- When entering a PGY2 program requiring a preliminary year even if the resident was simultaneously accepted into the preliminary PGY1 program and the PGY2 program as part of a Match.

The term “transfer resident” and the responsibilities of the two program directors described in this policy do not apply to a resident who has successfully completed a residency and then is accepted into a subsequent residency or fellowship program.

PROCEDURES:

1. Before accepting a transfer resident or fellow, the program director of the “receiving program” must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation from the current program director.

2. Examples of verification of previous educational experiences could include a list of rotations completed, evaluations of various educational experiences, procedural/operative experiences.

3. In the case of a resident who was simultaneously accepted into a preliminary PGY1 program and the PGY2 program as part of a Match, the “sending” program should provide the “receiving” program a statement regarding the resident’s current standing as of one-two months prior to anticipated transfer along with a statement indicating when the summative competency-based performance evaluation will be sent to the “receiving” program.

4. In the above situation, an example of an acceptable verification statement is: “(Resident name) is currently a PGY (level) intern/resident in good standing in the (residency) program at (sponsoring institution). S/he has satisfactorily completed all rotations to date, and we anticipate s/he will satisfactorily complete her/his PGY (#) year on June 30, (year). A summary of his/her rotations and a summative competency-based performance evaluation will be sent to the program by July 31, (year).”
5. For residents or fellows who have transferred into the program, the above written documents must be available in the resident files for site visitors to review.

(GMEC approved 07/11/2012)
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