



Promotion, Appointment, Renewal, and Dismissal Policy

GMEC approved October 19, 2023

Promotion, Appointment, Renewal, and Dismissal (IV.D.1)

ACGME Institutional Requirements

IV.D.1. The Sponsoring Institution must have a policy that requires each of its ACGME-accredited programs to determine the criteria for promotion and/or renewal of a resident's/fellow's appointment. ^(Core)

PURPOSE: To provide guidance to all Programs and personnel in the promotion, non-promotion, renewal/continuation of a contract, and dismissal of Residents.

SCOPE: This Policy and Procedure applies to all Residents in ACGME and non-ACGME accredited Programs sponsored by UMKC School of Medicine.

POLICY ACKNOWLEDGEMENT: Program Directors (PD) are responsible for compliance with this Policy and Procedure. For ACGME accredited Programs, the **PD** is responsible for monitoring that the **Program's Clinical Competency Committee (CCC)** complies with this Policy and Procedure.

PROCEDURE:

1. Resident Evaluation. Each Program shall have a comprehensive evaluation system for Residents in place. This evaluation system shall provide objective assessments of competence in patient care, medical knowledge, practice-based learning and improvement, interpersonal and communication skills, professionalism, and systems-based practice. For ACGME accredited Programs, the assessment of Milestones is required for the Program's Residents every six months by the Program's CCC. A component of this evaluation system will be criteria that document progressive Resident performance improvement appropriate for each Resident's level of training. The Resident must have access to each Program's evaluation and promotion criteria and policies.
2. Promotion. Each ACGME accredited Program must have a policy that determines the criteria for promotion, graduation, renewal/continuation of a Resident's contract, and dismissal from the Program. / The CCC will make decisions regarding each Resident promotion to the next year of the Program. Those decisions will be based upon the evaluation criteria developed by the Program. While it is expected that Residents will promote to the next PGY level in the Program on a yearly basis, Residents who fail to meet the Program's criteria for promotion will not be advanced solely based on time served.
3. Failure to Promote. If the Program's CCC determines that a Resident has not satisfied the criteria for promotion, graduation, or renewal/continuation of a contract, the CCC must then follow the procedures outlined in the UMKC SOM GME Due Process Policy and Procedure which includes



requiring a written Notice of Proposed Reportable Action and Notice of Reportable Action. Reportable Actions include any decisions that result in extension of training, non-promotion, suspension, non-renewal of contract, or dismissal.

4. Contract Renewal/Continuation. Prior to renewing or continuing a contract for a Resident's next year in the Program, the UMKC SOM GME Office, Children's Mercy Hospital, or Center for Behavioral Medicine must receive written direction from the Program Director or his/her designee to proceed with the contracting process for each Resident.
- 5.. Due Process. A Resident who receives a Notice of Proposed Reportable Action has the right to appeal that recommendation as outlined in the UMKC SOM GME Due Process Policy and Procedure.

Administered By:

A handwritten signature in black ink that reads "Phil Byrne". The signature is written in a cursive, flowing style.

Phillip D. Byrne, EdD
Associate Dean of Graduate Medical Education