

# Spokane Teaching Health Center

## **PROMOTION, APPOINTMENT and DISMISSAL POLICY**

*Approved on January 28, 2014*

**This policy applies to residents and fellows in all ACGME accredited training programs.**

**No resident appointments are for more than twelve (12) months.**

Each residency/fellowship program provides clinical rotations of sufficient quality and duration so that residents who successfully complete the program are qualified to sit for specialty board certification and examinations. All program activities are conducted within the guidelines of external agencies that evaluate and accredit training programs and hospitals. The obligation to train individual physicians in the practice of their specialties includes the provision of inpatient and outpatient settings in which the specialty may be practiced; the provision of equipment and facilities for the care of patients; the provision of supervision, feedback and evaluation of professional work of the residents/fellows by faculty members of the program; and the provision of didactic experiences to supplement practical clinical experiences in the manner determined by the specific residency/fellowship program.

Residents/fellows must be in attendance as required by their duty/training schedule. Residents agree to comply with leave of absence protocols. A resident who fails to comply with these protocols or who takes an unapproved leave of absence may be assumed to have resigned their appointment. If a resident is considered to have resigned from their residency/fellowship, the Program Director will so notify the resident/fellow in writing.

Residents/fellows are expected to actively participate in the care of all types of patients who present to the hospital or clinic to which the resident/fellow is assigned, including patients of designated individual physicians whom the resident/fellow is expected to assist. Residents/fellows are expected to take an active role in teaching medical students and staff.

The appointment of resident/fellow is conditioned upon their compliance with the licensing requirements of the specific residency/fellowship program. Failure to do so may result in the rescission of the residents/fellows appointment and withdrawal of privileges, stipends and benefits.

Residents/fellows must comply with all Spokane Teaching Health Center GMEC policies and procedures e.g., duty hours, moonlighting, physician impairment, GME and industry interactions, etc.

Each resident/fellow will have access to evaluations of their performance throughout their residency/fellowship. The Program Director shall, from time to time, discuss with each resident/fellow their overall progress toward the educational objectives and satisfactory completion of their program. Such discussions will occur at least annually in compliance with the ACGME Institutional, Common and Specialty-specific Program Requirements.

Residents will be advised of the current ACGME accreditation status of their program.

**Voluntary Dismissal:** Residents/fellows who desire to voluntarily leave their program prior to completion of the training necessary for certification in the specialty are expected to discuss this action with the Program Director at the earliest possible time, preferably before January 1 of the training year.

**Non Voluntary Dismissal:** If a resident fails to meet the conditions of their Residency Appointment Agreement and Contract, the Program Director must inform the resident of non-renewal of appointment for a subsequent year of training in writing four (4) months in advance of the usual termination of the current annual Residency Appointment Contract. This decision is based on demonstrated knowledge, skills to perform at the next level of training, and successful completion of all required rotations and can result in the following actions regardless of when the action is taken during the appointment period: suspension, non-renewal, non-promotion, or dismissal.

The Program Director shall notify the DIO:

- As soon as academic or disciplinary issues are identified which may lead to delay in the promotion progression of a resident, or disciplinary action involving suspension or termination of the residents/fellows participation in the program.
- Of any suspected known impairment that may be impacting the residents/fellows ability to perform their duties, including the ability to perform patient care duties.
- Of any intention not to renew a residents/fellows contract for any reason.

Notification should include a description of the proposed action (e.g., suspension, non-renewal, non-promotion or dismissal) and reasons for the action, a draft of the proposed notice to the resident/fellow, and a summary of the plan for remediation, including a timetable for a final decision about the residents/fellows continuation in the program. A resident/fellow has a right to appeal the decision in compliance with the Resident Grievance Policy and Procedure and Providence Health Care Code of Conduct for Medical Staff and Allied Health Professionals.

The major objective of the residency/fellowship program is education and the program will be administered by the Program Director with the educational needs of residents/fellows foremost

in mind. Residents will not be required to sign a non-competition guarantee as a condition of appointment.