

	<b>Graduate Medical Education</b>	
	GMEC Approval Date:	05/18/2023
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Policy Title: <b>Promotion and Appointment Renewal</b>		
ACGME Institutional Requirement: <b>IV.D</b>		Page 1 of 1

**I. Purpose**

To establish guidelines for the appointment and promotion renewal of residents/fellows in the LECOM resident/fellowship programs.

**II. Policy**

Graduate medical education programs will use recommended standards/criteria for appointment and promotion of residents/fellows.

**III. Procedure**

- A. Each trainee accepted into one of LECOM graduate medical education training programs is recognized as a qualified candidate and is expected to satisfactorily complete the training program.
- B. Residents and fellows are expected to perform satisfactorily on all components.
- C. To be identified as satisfactory, trainees must meet the clinical, academic, professional, and humanistic requirements of the institution and the specialty requirements as outlined by the accreditor. Trainees with satisfactory performance may continue training and are promoted to the next academic year or graduated.
- D. Program directors are expected to provide trainees with ongoing feedback, to complete evaluations periodically as required by their ACGME specialty specific requirements and by the Graduate Medical Education Committee (GMEC) evaluation policy, to consider recommendations of the Clinical Competency Committee, to remediate trainees when necessary, and to recommend trainees for promotion and graduation per each program’s promotion/renewal criteria.
- E. The final responsibility for the decision to promote the resident/fellow rests with the program director in concert with the Graduate Medical Education Committee.
- F. The program director with input from the Clinical Competency Committee will make the decision to promote the resident/fellow using performance criteria including:
  - 1. Written evaluations of rotations
  - 2. Input from faculty, and
  - 3. Input from other appropriate sources
  - 4. The program director will consider guidelines set by:
    - a. The appropriate educational accrediting organizations,
    - b. Specialty board guidelines,
    - c. Program-specific guidelines
- G. Program directors present their resident promotion list to the Graduate Medical Education Committee.