 NCH Healthcare System	POLICY # 24822
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TITLE: Promotion and/or Renewal of Appointment	EFFECTIVE: October 27, 2022
DEPARTMENT: Graduate Medical Education (GME)	OWNER: Admin Director Medical Education

Intent

The Accreditation Council for Graduate Medical Education Institutional Requirements requires that the sponsoring institution establish policy on the promotion of residents and fellows.

Policy Statement

Each program must establish program specific, competency-based criteria to include specialty specific Milestones upon which each trainee will be assessed for promotion to the next level.


Description

Medical Education is based on the principle of graduated levels of responsibility. As the resident gains knowledge, judgment and skill it is anticipated that the resident will progress toward being an independent practitioner. A resident will only be advanced to the next higher level of responsibility when he/she successfully completes the established criteria. Promotions will be based on: 1) satisfactory completion of the program curriculum, 2) achievement of competencies/milestones appropriate to the resident's level of training, and 3) satisfactory completion of the term of residency required by the appropriate specialty certifying board if applicable. Each resident's progress is monitored and documented by regular formative evaluations, and semi-annual milestone reporting for those in ACGME accredited programs.

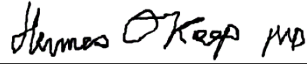
Each program must establish and distribute these criteria for advancement and be sure that the residents are informed of these expectations. Programs must periodically review the appropriateness of these competency-based criteria.

If a program determines that a resident cannot meet these criteria and is not capable of proceeding to the next level of graduated responsibility, the program director must notify the resident in writing of his/her deficiencies and of the reason for not being promoted/renewed, or for being dismissed. The program must keep a record of each resident who is not promoted or who is dismissed and have these available for the internal review process.

In instances where a resident's appointment will not be renewed or the resident will be dismissed, Naples Community Hospital, Inc. (NCH) will ensure that its programs provide the resident(s) with a written notice of intent not to renew a resident's appointment or intent to dismiss. NCH will ensure programs provide trainees with as much written notice of the intent not to renew as circumstances will reasonably allow.

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A resident may implement the NCH grievance procedures if he/she has received a written notice of intent not to promote to the next level of training, if his/her appointment will not be renewed, or if he/she is being dismissed.

DocuSigned by:

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Hermes Koop, MD **Date**
Chairman, GMEC
Designated Institutional Officer

DocuSigned by:

AD3E70F6857C4EA... _____ 10/27/2022 _____
Suann Middleton, MHA **Date**
Admin. Director of Medical Education