

## Department of Surgery Promotion and Dismissal Policy

Appointment to the surgical residency program is made on a year-to-year basis and is dependent upon satisfactory performance by the resident as well as needs of the Department. There is an implied responsibility by the Department of Surgery, as well as the resident surgeon, to renew this appointment on a yearly basis as long as work is satisfactory, the position is desired by the resident, and the needs of the hospital and department are met. However, it must be emphasized that not everyone learns at a consistent rate and that additional training may be necessary.

In addition, there is an evaluation carried out every rotation on each resident surgeon. Residents are required to review this material and discuss it with his/her mentor/program director. All evaluations and ABSITE are reviewed by the Education Committee which meets twice a year. Written evaluations are discussed with the resident by the program director or mentor. Promotion is based upon the completion of goals, objectives and overall evaluations.

When deficiencies are noted in a resident's academic performance, these are discussed with the resident including recommendations for corrections. Depending on the level of the deficiencies, the resident may be subject to one of the following actions:

### Performance Alert and Review (PAR)

Written notice that current performance needs improvement in any or all of the ACGME competencies

### Academic Deficiency and Remediation (ADR)

A remediation action where a resident fails to comply with academic requirements

Poor clinical performance as documented by faculty evaluations

Poor performance on exams such as ABSITE

Minimum

Surgical skills below the level expected, as documented by faculty evaluations

Unprofessional or inappropriate actions or disruptive behavior

Failure to complete medical records or logs in a timely manner

Forms of remediation may include:

1. Repeating one or more rotations
2. Participation in a special program;
3. Continuing in scheduled rotations with or without special conditions;
4. Supplemental reading assignments;
5. Attending undergraduate or graduate courses and/or additional clinics or rounds; and/or
6. Extending the period of training.
7. The resident may also be referred to the Resident Assistance Program if indicated.

### Repeat Academic Year

A resident will receive written notice 4 months prior to the end of the academic year of his/her requirement to repeat the academic year. If the primary reason(s) for non-promotion occurs in the last four months, notice will be provided as circumstances reasonably allow.

Determination by the department chair that the resident fails to correct a deficiency or that the deficiency or violation of University rules is of sufficient gravity to warrant dismissal, the resident may be dismissed without being placed on

probation. However, the Program Director must consult with the Office of Graduate Medical Education prior to instituting a dismissal that is not preceded by a period of probation. In that instance, the resident may obtain review under the Graduate Medical Education policy of Academic Due Process. This policy is delineated in the housestaff manual.

### **USMLE Step 3 Requirement**

All residents/fellows entering any Memphis-based graduate medical education program sponsored by the University of Tennessee College of Medicine on or after July 1, 2009 must have passed USMLE Steps 1 and 2 (CK and CS ) or equivalent examinations (COMLEX-USA or MCCQE).

Any Agreement of Appointment or offer letter will be contingent upon passing Steps 1 and 2 (or equivalent exams). Each resident/fellow is responsible for providing copies of passage of Steps 1 and 2 (CK and CS) or equivalent examinations to the program director and the GME Office and will not be allowed to start training until this documentation is submitted. A valid ECFMG certificate will be accepted as proof for international medical school graduates.

### **Step 3:**

All residents are required to pass USMLE Step 3 before they can advance to the PGY 3 level. All residents on the standard cycle must register to take Step 3 no later than **December 31<sup>st</sup>** of the PGY 2 year. Residents must provide proof of passage by **June 30<sup>th</sup>** to be promoted to the PGY 3 level. Failure to provide proof of passage by June 30<sup>th</sup> will result in non-renewal of the resident's contract and the resident will be terminated from the program. It is the responsibility of the resident to provide the necessary proof to the Program Director and Coordinator.

Effective July 1, 2010, all new residents/fellows entering Memphis-based GME programs at the PGY3 or higher level must have passed Step 3 (or equivalent examination) before beginning training at UT. The resident/fellow is responsible for providing evidence of passage of Step 3 (or equivalent exam) to the program director and GME Office. Any Agreement of Appointment or offer letter to begin training at the PGY3 or higher level will be contingent upon passing Step 3 (or equivalent exam).

Accepted or matched residents and fellows who have not passed the required U.S. Medical Licensing Examinations (or equivalent exams) prior to their scheduled start date do not meet eligibility requirements and will be released from their appointment.