

IDENT	GME6
Type of Document	Policy
Applicability Type	Department-Level
Title of Owner	Dir GME
Title of Approving Official	GMEC
Date Effective	1/21/2021
Date of Next Review	1/21/2024



TITLE: Resident/Fellow Transfer

POLICY:

Residents/Fellows are classified as a transfer resident/fellow under several conditions including:

- Moving from one program to another within the same or different sponsoring institution; or
- When entering a PGY-2 program requiring a preliminary year even if the resident was simultaneously accepted into the preliminary PGY-1 program and the PGY-2 program as part of the match (e.g., accepted to both programs during the match).

Residents are not considered transfer residents if they have successfully completed a residency and are then accepted into a subsequent residency or fellowship program.

PROCEDURE

Documents Required Before Accepting a Transfer Resident/Fellow

- The program director of the receiving program must obtain written or electronic verification of previous educational experiences from the transferring resident's/fellow's current program director. This verification must include:
 - USMLE Part 1 & 2 scores;
 - USMLE Part 3 score if entering at or above the PGY-3 level.
 - Rotations completed;
 - Procedural/operative logs if applicable; and
 - A summative competency-based performance evaluation.
- The program director must maintain documentation as part of the resident's/fellow's file.

Documents required upon matriculation of the transferring resident/fellow:

- The program director of the receiving program must obtain written or electronic Milestones evaluation from the transferring program director.

DEFINITIONS: None

REFERENCES: Accreditation Council for Graduate Medical Education, Institutional Requirements

REVIEWERS: Karen Miller, Dir GME

OWNER: Karen Miller, Dir GME

APPROVING OFFICIAL: Melissa Davidson MD, GMEC