

Policy: Evaluation and Promotion	Effective Date: 4/2019
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Authorized by: Graduate Medical Education Committee	Page 1 of 2

PURPOSE

To describe the policy pertaining to evaluation and promotion of residents and for immediate suspension of a resident during a program year.

SCOPE

1. Department of Medical Education
2. Baptist Health Medical Center - North Little Rock
3. Baptist Health Medical Center - Little Rock
4. Baptist Health Medical Center - Conway

POLICY

1. Each residency program must have an effective plan for assessing resident performance throughout the program and for utilizing the results to improve resident performance.
 - a. When available, evaluation should be guided by specific national standards-based criteria.
 - i. This should include the use of methods that produce an accurate, objective assessment of residents' competence in the 6 Accreditation Council for Graduate Medical Education (ACGME) competencies based on the specialty specific Milestones: patient care; medical knowledge; practice-based learning and improvement; interpersonal and communication skills; professionalism; and systems-based practice.
 - b. The Program Director is responsible for the maintenance of evaluation records and the periodic feedback to the resident.
 - c. The plan must include a written evaluation, as often as dictated by the residency review requirements but no less than semi-annually.
 - d. Program directors must provide a written, summative evaluation for each resident who completes the program as part of the resident's permanent record maintained by the GME office.

2. Each residency program must determine the criteria for promotion and/or renewal of a resident's appointment.
3. If the Program Director intends to deny reappointment or advancement, the resident should be notified in writing as early in the year as practical to allow remedial action or counseling to be undertaken.
 - a. With appropriate notification and documentation to the DIO, the resident should be alerted to this possibility at least four months prior (usually March 1) to the expiration of the current period of appointment, regardless of PGY level of the resident (if practicable under the circumstances).
4. In the event of a situation necessitating immediate suspension, the DIO may act upon recommendation of the Program Director.



MEDICAL EDUCATION PROGRAM

5. In the event of an immediate suspension and/or decision to deny reappointment or advancement, due process will be offered to the resident, as outlined in Resident Grievances and Due Process policy.

RELATED POLICIES

180 Resident Grievances and Due Process

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