



David Geffen
School of Medicine



OLIVE VIEW-UCLA GME POLICY ON RESIDENT PROMOTION AND CONTRACT RENEWAL

PURPOSE

To establish the protocol and standards by which a trainee contract may or may not be promoted to the next post graduate training level.

Scope

This policy applies to all OV- UCLA Sponsored training programs.

Definitions

Promotion: Advancement to the next post graduate training level or to graduation

Procedures:

I. Trainees shall advance from one postgraduate level to the next postgraduate level of the program to which the trainee was appointed unless any of the following occurs:

A. The trainee is released from the program for any of the following:

- i. the trainee withdraws or takes a position in another program
- ii. the trainee is unable to return to work in full capacity after an approved Medical Leave
- iii. the program downsizes and notifies the resident at least 6 months in advance of the reduction in the size of the program.
- iv. the program becomes unaccredited. Program must notify the resident of the program's status if on probation or non-accredited status at the first opportunity after notice by their RRC.

B. The house officer's performance is determined to be below standard by the program director and/or Chairperson of the Department after following prescribed evaluation, notification, review, and due process procedures set forth in the Academic Due Process Policy.



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C. Appointment at the PGY III level requires having a valid medical license as mandated by California state law.

D. House staff may not advance to the following year without the required licenses or registrations as set forth by the hospital and department. Failure to have the necessary license or registration will result in non-appointment until the license is obtained and may result in termination from the training program. Trainee appointment will be suspended if the California medical license lapses for any reason.

II. Each house officer will be notified in writing by the Program Director and Department Chair as to whether the officer will be reappointed or not. The Program Director will also notify in writing any house officer who will require additional time to meet board requirements. House officers who have not been reappointed may appeal, following the Academic Due Process and Administrative Leave Policy.

III. In a standard program where appointments commence on or around July 1st, reappointment notification shall be given no later than March 31st. When appointments occur on nonstandard dates, reappointment shall be announced two months prior to completion of the initial training period. If, in the opinion of the program director and department chairperson, there has not been an adequate period for evaluation, the evaluation period will be extended, and the house officer so notified.

CONTACT

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REVISION HISTORY

GME Subcommittee Approval Date: 10/6/2022

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OVMC GMEC Resident Promotion Renewal

APPROVAL

Graduate Medical Education Committee

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