



COLLEGE
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Resident Transfer Policy

Graduate Medical Education Committee - Policies and Procedures

Purpose

In order to comply with the Accreditation Council for Graduate Medical Education's Common Program Requirements, the University of Arizona College of Medicine Graduate Medical Education Committee promulgates this Policy. This Policy relates to residents who transfer to another program.

Because the University of Arizona is required to comply with ACGME requirements regarding providing information about residents who seek to transfer to other programs, this Policy supersedes Arizona Board of Regents Policy 6-912. "Resident," as used in this policy, refers to both specialty residents and subspecialty fellows.

Definition

Residents are considered "transfer residents" under several conditions, including:

- Those who move from one program to another within the same or different sponsoring institution;
- 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 PGY2 program as part of the match (e.g., accepted to both programs right out of medical school).
- The term "transfer resident" and the responsibilities of the two program directors noted below do not apply to a resident who has successfully completed a residency and then is accepted into a subsequent residency or fellowship program or who seeks to begin a new program of training as a PGY 1 resident in another program.

Requirement

Before accepting a transfer resident, the Program Director of the "receiving program," must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation from the current program director (the "sending program"). Similarly, for residents seeking to transfer to another program, the University of Arizona College of Medicine Program will prepare and provide a similar evaluation verifying the resident's educational experiences and provide a summative competency-based performance evaluation. Upon receipt of a written request by the resident or the receiving program, the University of Arizona College of Medicine Program will provide the summative competency-based performance evaluation without the need to first obtain a written release from the resident, and will provide a copy of such



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evaluation to the resident at his or her last known address or email address simultaneous with sending the evaluation, unless the resident specifically waives his or her right to obtain a copy of the evaluation.

Summative Competency-based Performance Evaluation

In preparing a summative competency-based performance evaluation for the transferring resident, the program director will provide a list of rotations completed, evaluations of the resident's various educational experiences, and procedural/operative experiences, if any. If a resident has been subject to disciplinary action, including probation, the summative letter will include the dates of such action, whether such action resulted in remediating the performance or behaviors sought to be remediated, etc.

In the case in which a resident has been accepted simultaneously into the preliminary PGY 1 program and a PGY2 program as part of the match, the University of Arizona College of Medicine Program, as the sending program, will provide the receiving program a statement regarding the resident's current standing as of one to two months prior to the anticipated transfer, along with a statement indicating when the summative competency-based performance evaluation will be sent to the receiving program.

Example of Verification Statement

An acceptable form of verification statement programs may use follows:

(Resident name) is currently a PGY (level) intern/resident in good standing in the (residency) program at the University of Arizona College of Medicine Program. S/he has satisfactorily completed all rotations to date, and we anticipate s/he will satisfactorily complete her/his PGY (#) year on June 30, (year). A summary of her/his rotations and a summative competency-based performance evaluation will be sent to you by July 31, (year).

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