

Medical College of Georgia
House Staff Policies and Procedures

Policy
HS 17.0 Promotion Policy

Source
Graduate Medical Education Office

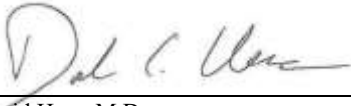
1.0 Purpose

To outline the institutional policy regarding the renewal and promotion of House Staff (i.e., interns, residents, and fellows) to the next highest level of training allowing for completion of training.

2.0 Procedure

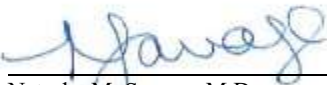
The following procedures will be followed by all graduate medical education (GME) training programs.

- 2.1 Each GME program must have a program-specific policy that defines the criteria for promotion and renewal of a House Staff's appointment. This should be reviewed with House Staff at departmental orientation and available to the GME Office.
- 2.2 Promotions to successively higher levels within a GME training program shall be based on recommendation of the Clinical Competence Committee after review of applicable data (evaluations, etc.) with the final decision made by the Program Director. Specifically, per the ACGME, the Program Director has final responsibility for House Staff evaluation and promotion decisions. A final promotion decision will be based on the aforementioned recommendation, aforementioned data, satisfactory completion of the outlined curriculum, and mastery of clinical materials appropriate to the House Staff's level of training as well as other criteria outlined by the Program as applicable. The House Staff's progress will have been documented by regular evaluations as required by ACGME specialty-specific or recognition requirements and other requirements set forth by the training program.
- 2.3 At the time of promotion, Program Directors or their designee must meet with House Staff and complete a summative evaluation with this document stating the House Staff is ready to progress to the next year of training for all House Staff progressing in the program. This evaluation should be signed (electronically or via ink) by the House Staff and Program Director.
- 2.4 Any decisions not to promote a House Staff or not renew a House Staff will be reviewed by GME Office including the GMEC due process subcommittee. Programs must notify the GME Office when a Program is considering probation, suspension, non-promotion, non-renewal, or dismissal. See GME HS policies 3.0 and 13.0.
- 2.5 This policy outlining conditions for reappointment and promotion to a subsequent PGY level is directly contained or referenced in the contract/agreement of appointment. This policy is accessible to House Staff via the GME webpage.



David Hess, M.D.
Dean, Medical College of Georgia

03/10/26
Date



Natasha M. Savage, M.D.
Senior Associate Dean, Graduate Medical Education and DIO

03/10/26
Date