

**STONY BROOK UNIVERSITY HOSPITAL
GRADUATE MEDICAL EDUCATION
POLICIES AND PROCEDURES**

POLICY: RESIDENT EVALUATION AND PROMOTION

Purpose

To establish a policy on Resident Evaluation and Promotion

Policy

Formative Evaluation

The program must:

1. evaluate resident performance in a timely manner during each rotation or similar educational assignment, and document this evaluation at completion of the assignment.
2. provide objective assessments of competence in patient care, medical knowledge, practice-based learning and improvement, interpersonal and communication skills, professionalism, and systems-based practice;
3. use multiple evaluators (e.g., faculty, peers, patients, self, and other professional staff) and multiple assessment tools (e.g., global evaluation, 360⁰, self-evaluation, portfolio);
4. document progressive resident performance improvement appropriate to educational level; and,
5. provide each resident with documented semiannual evaluation of performance with feedback

The evaluations of resident performance must be accessible for review by the resident, in accordance with institutional policy.

Summative Evaluation

The program director must provide a summative evaluation for each resident upon completion of the program. This evaluation must become part of the resident's permanent record maintained by the institution, and must be accessible for review by the resident in accordance with institutional policy. This evaluation must:

1. document the resident's performance during the final period of education, and
2. verify that the resident has demonstrated sufficient competence to enter practice without direct supervision.

Promotion

Each program should develop specific criteria for advancement/promotion to higher levels of medical training and graduation of its residents. The criteria for advancement shall be based upon competent demonstration of the general competencies as set forth by the ACGME.

1. Each year the Program Director (PD) will provide to the GMEC a list of the residents in their program whose contract will be renewed with or without promotion
2. The decision to promote a resident shall be determined by the PD with the advice of the core faculty (employed by) of the training program
3. Residents who have not made satisfactory progress may be dismissed under the Due Process Procedure. Non renewal of contract may be based on documentation of inadequate progress as outlined in the Substandard Resident Performance Procedure
4. Programs should provide residents with four (4) months written notice of intention not to renew contract. If the reason for the non-renewal occurs within four months of the end of appointment the training program should provide written notice as the circumstances reasonably allow.

Reviewed and Approved November 24, 2003

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