

<p style="text-align: center;">TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER AT EL PASO Paul L. Foster School of Medicine GRADUATE MEDICAL EDUCATION Policy</p>
--

TITLE: Non-Promotion

PURPOSE: For the Sponsoring Institution to require that individual residency/fellowship programs determine the criteria for promotion and non-promotion of resident/fellow appointment.

REVIEW: This policy will be reviewed every two years by the Graduate Medical Education Committee (GMEC).

POLICY STATEMENT: The decision to promote or not promote a trainee to a subsequent agreement year is made by the Program Director and in consideration of the Clinical Competency Committee's recommendation. The institution is required to monitor compliance.

Procedure(s): The following elements of the program's respective policy should be considered as applicable.

1. Promotion is conditional upon successful completion of the current year in compliance with Institutional, ACGME, ABMS, TMB and/or other applicable accrediting body requirements.
2. For promotion from PGY-2 to PGY-3 training level, the [USMLE Step 3/COMLEX Level 3 Policy](#) will also apply.
3. Non-Promotion means that the resident/fellow fails to perform at an acceptable level in the period of current appointment or cannot reasonably function satisfactorily at the next level and will not advance to a higher rank or title. Non-Promotion does not necessarily mean either non-reappointment or dismissal, but merely that the resident will not be advanced to the next level of appointment at the completion of the agreement period.
4. Programs that do not plan to promote a resident/fellow in the succeeding year must provide the resident/fellow and the GME office with a written notice of intent notifying trainee of such action. If a decision is made not to advance the resident/fellow, Resident/Fellow will receive a written notice of Non-Promotion ideally four (4) months prior to the ending date of the current agreement but no later than one month before the end of the agreement.
5. The resident/fellow may appeal the decision in accordance with the Adverse Action Appeals Policy.

- a. The Program Director is responsible for providing a copy of the Adverse Action Appeals Policy to the resident/fellow.
6. If a Resident/Fellow does not plan to continue in the succeeding year of their training, he/she must notify the program director ideally four (4) months prior to the end of the agreement period.