

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER AT EL PASO Paul L. Foster School of Medicine GRADUATE MEDICAL EDUCATION Policy
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TITLE: Non-Renewal

PURPOSE: To ensure timely notification when the decision has been made not to renew a trainee to a subsequent contract year.

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

POLICY STATEMENT:

The decision to renew or not to renew a trainee to a subsequent contract year is made by the Program Director in consultation with the Clinical Competency Committee.

If a trainee is not to be renewed for the next year of training, he/she must be provided written notice of such by the Program Director ideally four (4) months prior to the ending date of the current agreement but no later than one month before the end of the contract. Formal notifications will be sent to the GME office the same day the program has officially notified the trainee.

If a trainee does not plan to continue in the succeeding year of their training, he/she must notify the program director four (4) months prior to the Agreement.

A trainee notified of non-renewal will be allowed to appeal the decision via the Adverse Action Appeals Policy in the Graduate Medical Education Policies and Procedures.