

DISCIPLINARY ACTION POLICY

Because of our increasingly growing program and the need to reduce compliance issues among residents, effective today a new process for disciplinary action will be implemented.

Every resident assigned duty will be given a priority code:

- 1) Non Mandatory – but may be Optional, Recommended, Strongly Encouraged, etc.
- 2) Mandatory

The nature of priority will be related to the relative level of importance in the training program. A table will be made available and used as a live document for reference.

Mandatory duties that are out of compliance will be linked to following the disciplinary process and will be placed in the resident's respective educational file:

- ✓ 1st Incident: Notice of Concern
- ✓ 2nd Incident: Observation
- ✓ 3rd Incident: Probation – *for review and approval by the Education Committee*
- ✓ 4th Incident: Dismissal from the program – *for review and approval by the Education Committee*

Every disciplinary action will be notified to the individual, to his/her respective advisor, and to other entities such as the GME office as applicable. Probation and dismissal from the program actions will be presented to the Education Committee for review and approval. If a violation is related to sub-standard performance on any of the six competencies, the respective algorithm will apply (see attached) and the case will be presented to the Education Committee for review and approval, as well.