

<b>Departmental Policy Title:</b>	<b>Resident Transfer Policy - GME</b>	<b>Policy ID:</b>	<b>11277</b>
<b>Keywords</b>	transfer, eligibility, selection		
<b>Department</b>	Graduate Medical Education (GME)		

## I. Purpose of Policy

Defines the transfer process for Applicants wanting to transfer from an external Graduate Medical Education (GME) program to an Accreditation Council for Graduate Medical Education (ACGME)-accredited program at Dartmouth-Hitchcock (D-H).

## II. Policy Scope

This policy applies to Applicants looking to transfer to an ACGME-accredited residency and fellowship program at Dartmouth-Hitchcock (D-H).

## III. Definitions

- **Applicant:** Any eligible Medical Doctor (MD) or Doctor of Osteopathy (DO) invited to interview with a GME program.
- **Resident:** Any physician in an ACGME-accredited graduate medical education program including Residents and Fellows.
- **CanMEDS:** A medical education framework developed by the Royal College of Physicians and Surgeons of Canada that emphasizes the essential competencies of a physician.

## IV. Policy Statement

- All applicants must meet all Graduate Medical Education (GME) eligibility requirements in order to be considered for selection as a transfer Resident to a ACGME-accredited graduate medical education program at D-H.
- **Before accepting a Resident transfer from another training program, the D-H Program Director must obtain:**
  - A written or electronic verification of the prior educational experience.
  - A summative, competency-based performance evaluation of the transferring Resident.
  - Verification of the Resident's level of competency in the required clinical field using ACGME or CanMEDS Milestones assessments from the prior training program.
- **For any Resident transferring from a D-H training program to another program prior to completion of training, the D-H Program Director must:**
  - Provide timely written or electronic verification of residency education.
  - Complete a summative, competency-based performance evaluation for the Resident.

**Printed copies are for reference ONLY. Please refer to the electronic copy for the latest version.**

Reference ID #11277, Version #3

Approval Date: 07/19/2018

- For programs with an ACGME-based case log requirement the Program Director must arrange for transfer of ACGME Case Log data after Resident's acceptance into the program.

## V. References

*ACGME Institutional Requirements.* (2018). Retrieved from ACGME.org: [www.acgme.org/Designated-Institutional-Officials/Institutional-Review-Committee/Institutional-Application-and-Requirements](http://www.acgme.org/Designated-Institutional-Officials/Institutional-Review-Committee/Institutional-Application-and-Requirements)

*Common Program Requirements.* (2016-2017). Retrieved from ACGME.org: [www.acgme.org/What-We-Do/Accreditation/Common-Program-Requirements](http://www.acgme.org/What-We-Do/Accreditation/Common-Program-Requirements)

<b>Responsible Owner:</b>	Graduate Medical Education	<b>Contact(s): email</b>	Karen Miller
<b>Approved By:</b>	Chief Medical Officer - D-H Lebanon; GMEC Approver Group; Office of Policy Support - All Other Documents	<b>Version #</b>	3
<b>Current Approval Date:</b>	07/19/2018	<b>Old Document ID:</b>	New
<b>Date Policy to go into Effect:</b>	07/19/2018		
<b>Related Policies &amp; Procedures:</b>	<a href="#">Selection Policy - GME</a> <a href="#">Eligibility Requirements Policy - GME</a>		
<b>Related Job Aids:</b>			

**Printed copies are for reference ONLY. Please refer to the electronic copy for the latest version.**

Reference ID #11277, Version #3

Approval Date: 07/19/2018