

Clarification about Resident Transfers — Definition and Required Documentation (May 2008)

The requirement about resident transfers is not new. A recent refinement to this standard (see below) clarifying the expectation for exchange of information between programs involved in a transfer, has raised questions about the circumstances under which a resident is considered a “transfer resident” and what documentation needs to be exchanged between the current and ‘receiving’ program directors.

Common Program Requirement (effective July 1, 2007) III.C.1: Resident Transfers: Before accepting a resident who is transferring from another program, the program director must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident.

The ACGME has developed the following clarification, contained in the updated **ACGME Glossary of Terms** and the **Program Director Guide** (www.acgme.org). During the accreditation site visit, the members of the field staff will review the files for residents who transferred into a program on or after July 1, 2007, to check for the presence of documentation of the residents’ prior education, including verification of educational experiences and a competency based summative evaluation.

The **ACGME Glossary** contains the following definition of Transfer Resident: *Residents are considered as transfer residents under several conditions including: moving from one program to another within the same or different sponsoring institution; when entering a PGY 2 program requiring a preliminary year even if the resident was simultaneously accepted into the preliminary PGY1 program and the PGY2 program as part of the match (e.g., accepted to both programs right out of medical school). Before accepting a transfer resident, the program director of the ‘receiving program’ must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation from the current program director. The term ‘transfer resident’ and the responsibilities of the two program directors noted above do not apply to a resident who has successfully completed a residency and then is accepted into a subsequent residency or fellowship program.*

The **Program Director Guide to the Common Program Requirements** (July 1, 2007) also includes clarification of the expectation for documentation of resident transfers: For residents who have transferred into the program, written verification of prior educational experience and a summative competency-based performance evaluation should be available in the resident files for site visitors to review. Examples of verification of previous educational experiences could include a list of rotations completed, evaluations of various educational experiences, procedural/operative experience. Meeting the requirement for

verification before accepting a transferring resident is complicated in the case of a resident who has been simultaneously accepted into the preliminary PGY1 program and the PGY2 program as part of the match. In this case, the “sending” program should provide the “receiving” program a statement regarding the resident’s current standing as of one-two months prior to anticipated transfer along with a statement indicating when the summative competency-based performance evaluation will be sent to the “receiving” program.

An example of an acceptable verification statement is:

“(Resident name) is currently a PGY (level) intern/resident in good standing in the (residency) program at (sponsoring institution). S/he has satisfactorily completed all rotations to date, and we anticipate s/he will satisfactorily complete her/his PGY (#) year on June 30, (year). A summary of her/his rotations and a summative competency-based performance evaluation will be sent to you by July 31, (year).”

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