


Title: Graduate Medical Education - Non-Renewal of Resident Contract - Policy

 University of Missouri Health System	Document Owner: Crystal Arellano	Last Approved Date: 12/11/2024
	Content Expert: CHRISTI McCoy	

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I. Policy Statement

- a. The purpose of this policy is to specify a procedure that is in compliance with Accreditation Council for Graduate Medical Education (ACGME) program requirements for action in the event that a training physician’s contract will not be renewed for the following year.
- b. This policy is important because it defines procedures and documentation of the issues as well as setting forth actions available to the resident. Compliance with ACGME program requirements is necessary for continued institutional and program accreditation.

II. Definitions

- a. Resident - Resident means an intern, resident, or fellow who is formally accepted, enrolled, and participating in an approved MUHC medical training program. (based on CMS Guidelines for Teaching Physicians, Interns and Residents and ACGME Glossary of Terms).

III. Process/Content

- a. The program director must provide a written notice to the resident indicating that the resident’s contract for the following year will not be renewed. Reasons and justification for non-renewal of the contract must be adequately outlined. The written intent must be given to the resident no later than four (4) months prior to the end of the current appointment.
- b. If the primary reason for non-renewal of the contract occurs within four (4) months prior to the end of the current appointment, the program director must provide written notice as early as circumstances will allow, prior to the end of the appointment.
- c. The resident must be allowed to implement the institution’s grievance procedures as stated in GME-09 Grievance Policy for Residents and Fellows, including those outlined in the Policy to Address Resident Concerns (GME-13).

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IV. Attachments

- a. [Graduate Medical Education - Addressing Resident Concerns - Policy](#)
- b. [Graduate Medical Education - Grievance Policy for Residents](#)

V. References, Regulatory References, Related Documents, or Links

- a. Not Applicable