

**Policy on Conditions for Reappointment
Graduate Medical Education Committee
Children's National Medical Center**

I. Definitions:

The term "resident" refers to all graduate medical trainees.

II. Policy:

Non-renewal of appointment or non-promotion

In instances where a resident's agreement will not be renewed, or when a resident will not be promoted to the next level of training, the Hospital will provide the resident with a written notice of intent not to renew a resident's agreement or not to promote to the next level of training no later than four months prior to the end of the resident's current agreement. If the primary reason(s) for the non-renewal or non-promotion occurs within the four months prior to the end of the agreement, the Hospital will provide the resident with as much written notice of the intent not to renew or not to promote as circumstances will reasonably allow, prior to the end of the agreement.

Residents must be allowed to implement the institution's grievance procedures if they received a written notice either of intent not to renew their agreement or of intent to renew their agreement but not to promote them to the next level of training. The CNMC Director of Medical Education is responsible for dispute resolution. The resident is entitled to a hearing before a panel of medical staff members of the Graduate Medical Education Committee appointed by the GMEC Chair to provide non-binding counsel to the Director of Medical Education for final action. This panel may not include the trainee's own program director. In the event a resident believes the Director of Medical Education may be biased in the particular situation, the resident can request that the Chief Academic Officer assign a different individual for this responsibility, before any grievance hearings commence.

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