

**UNIVERSITY OF CALIFORNIA, SAN FRANCISCO – UNIVERSITY OF CALIFORNIA, BERKELEY
JOINT TRAINING PROGRAM IN GENERAL PREVENTIVE MEDICINE AND PUBLIC HEALTH**

POLICY ON NON-RENEWAL AND DISMISSAL

Non-Renewal of an Annual Contract

If a Trainee's contract is not renewed, whether or not the Trainee has been subject to any other actions, the decision may be appealed to the Dean of the School of Medicine after review by the Preventive Medicine Residency Advisory Committee.

The Trainee's appointment is for a one-year period, which is normally renewed annually. Due to the increasing level of responsibilities and increasing complexity of clinical care over the course of the Trainee's training, satisfactory completion of prior academic year(s) or rotation(s) does not ensure satisfactory proficiency in subsequent years or rotations. A Trainee may have his/her appointment not renewed at any time there is a demonstrated failure to meet programmatic standards.

The Program Director should provide each Trainee with a written evaluation at least twice per year. The Trainee should be evaluated by the end of the sixth month of the appointment term. If, prior to the end of seven months, but not later than February 28 of the calendar year, the Program Director concludes that the Trainee's appointment should not be renewed for the following year, the Program Director will notify the Trainee that his/her appointment will not be renewed for the following academic year. The Trainee will be permitted to conclude the remainder of the academic year unless additional academic action is taken.

Dismissal From GME Training Program

Based on the Program Director's discretion as approved by the Chairs of Epidemiology and Biostatistics and of Family and Community Medicine, a Trainee may be dismissed from a GME training program for academic deficiencies. This action is appealable to the Dean of the School of Medicine after review by the departmental Clinical Competence Committee. Reasons for dismissal may include but are not limited to the following:

- A failure to achieve or maintain programmatic standards in the Residency;
- A serious or repeated act or omission compromising acceptable standards of care, including but not limited to an act which constitutes a medical disciplinary cause or reason;
- Unprofessional, unethical or other behavior that is otherwise considered unacceptable by the residency program;
- A material omission or falsification of a residency application, medical record, or University or medical document, including billing records. Any allegation regarding failure to comply with UCSF's billing rules shall be forwarded to UCSF's Corporate Compliance Officer and/or the Office of General Counsel for resolution in accordance with UCSF's Corporate Compliance Program.

Trainees may request the Dean of the School of Medicine to review the following actions after review at the department level: 1) Non-Renewal of an Annual Contract; or 2) Dismissal from the Residency Program, including termination of appointment at any time for an academic deficiency and/or a medical disciplinary cause or reason.