

POLICY: Non-Renewal or Non-Promotion of Contract Policy

Purpose: Procedure for non-renewal or non-promotion of house staff contract

Policy:

UCSF Fresno Programs must provide their house staff with a written notice of intent to not renew a training contract or to not promote a house staff to the next training level no later than 4 months prior to the end of the house staff's current contract.

If the primary reason for the non-renewal or non-promotion occurs within the 4 months prior to the end of the house staff contract date, the Institution must ensure that programs provide the house staff with as much written notice of the intent to not renew or to not promote as the circumstances will reasonably allow prior to the end of the contract.

House staff must be allowed to implement the Institution's Academic Due Process Policy as posted on the House Staff Portal when they have received a written notice of intent to not renew their contract or to not promote to the next training level. The Academic Due Process Policy is located on the house staff portal; use the following link:

<https://www.fresno.ucsf.edu/housestaff-portal/policies-procedures/>

Tracking of non-renewal and/or non-promotion is done through the monthly monitoring reports and reported to the GMEC biannually.

(Original signed Policy is available in the UCSF Fresno Graduate Medical Education Office)

Michael Peterson, MD, Associate Dean, Co-Chair GMEC