

DEPARTMENT OF NEUROLOGY

RESIDENT APPOINTMENT AND PROMOTION POLICY

Upon completion of the selection process, residents and fellows are appointed for one year (see Policy on Resident Eligibility and Selection).

Initial appointment and any subsequent appointment are contingent upon meeting California state licensing requirements, and visa requirements, if applicable. Residents who graduated from U.S. or Canadian medical schools must obtain a license to practice medicine from the State of California prior to the commencement of a third year of postgraduate training in an ACGME accredited program. Graduates of international medical schools, whether United States nationals or not, must obtain a license to practice medicine prior to the commencement of a fourth year of postgraduate training in an ACGME accredited program. Failure to have the necessary license or registration will result in non-appointment.

The following criteria are applied annually thereafter:

- A. Decisions on yearly reappointment shall be based on quality of performance and conduct as documented in written evaluations described in the section on Evaluations in the House Staff Manual, plus any other written information.
- B. House officers shall succeed from one postgraduate level to the next postgraduate level of the particular program to which the house officer was appointed unless any of the following occurs:
 1. The house officer is released from the program if the house officer's performance is determined to be below standard by the department chairperson and/or program director after following prescribed evaluation, notification, review, and due process procedures set forth in the Academic Due Process and Administrative Leave Policy.
 2. Appointment will be suspended if the medical license lapses for any reason.
- C. Each house officer will be notified by the department program director and education office staff as to whether the officer will be reappointed or not. The department program director will also notify in writing any house officer who will require additional time to meet board requirements. House officers who have not been reappointed may appeal, following the Academic Due Process and Administrative Leave Policy.
- D. In a standard program where appointments commence on or around July 1, reappointment notification shall be given no later than March 31. When appointments occur on nonstandard dates, reappointment shall be announced three months prior to completion of the initial training period. If, in the opinion of the department chairperson, there has not been an adequate period of time for evaluation, the evaluation period will be extended and the house officer so notified.