



NOTHING CONTAINED IN THIS POLICY OR IN ANY OTHER POLICY CREATES A CONTRACT RIGHT. CONSISTENT WITH SOUTH CAROLINA LAW, ALL TEAM MEMBERS ARE EMPLOYED "AT WILL," WHICH MEANS THAT THE TEAM MEMBER HAS THE RIGHT TO TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, WITH OR WITHOUT NOTICE OR CAUSE, AND THAT PRISMA HEALTH AND/OR ITS AFFILIATED ENTITIES RETAIN THE SAME RIGHT.

### RESIDENT/FELLOW TRANSFERS

Approved Date: 05/24/2021	Effective Date: 07/01/2021	Review Date: 07/01/2023
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**Scope:**

Prisma Health-Midlands		Prisma Health–Upstate	
X	Prisma Health Baptist Hospital	X	Prisma Health Greenville Memorial Hospital
X	Prisma Health Baptist Parkridge Hospital	X	Prisma Health Greer Memorial Hospital
X	Prisma Health Richland Hospital	X	Prisma Health Hillcrest Hospital
X	Prisma Health Tuomey Hospital	X	Prisma Health Laurens County Hospital
X	Prisma Health Children’s Hospital-Midlands	X	Prisma Health Oconee Memorial Hospital
X	Prisma Health Heart Hospital	X	Prisma Health North Greenville Hospital
X	PH USC Medical Group	X	Prisma Health Patewood Hospital
X	Provider based facilities associated with Prisma Health-Midlands hospitals	X	Prisma Health Surgery Center - Spartanburg
		X	Prisma Health Marshall I. Pickens Hospital
		X	Prisma Health Children's Hospital-Upstate
		X	Prisma Health Roger C. Peace Hospital
		X	Prisma Health Baptist Easley Hospital
		X	University Medical Group UMG/PIH
		X	Provider based facilities associated with Prisma Health-Upstate hospitals

**Policy Statement:**

A transfer of a resident/fellow could occur between Sponsoring Institutions or amongst programs within the same Sponsoring Institution, with appropriate approval(s).

**Associated Policies and Procedures:**

Eligibility and Selection Policies

**Definition(s):**

**Transfer resident/fellow:** Residents/Fellows are considered “transfer residents/fellows” under several conditions, including:

1. moving from one program to another within the same or between different Sponsoring Institution(s) and within the same or a different specialty;
2. when entering a program requiring a preliminary year at the PGY-2 level even if the resident was simultaneously accepted into the preliminary PGY-1 program and the PGY-2 program as part of the Match (e.g., accepted to both programs right out of medical school).
3. The term does not apply to a resident who has successfully completed a residency and then is

accepted into a subsequent residency or fellowship program.

**Responsible Positions:**

Program Director  
Resident/Fellow  
Program Coordinator  
DIO

**Equipment Needed:**

None

**Procedural Steps:**

Prisma Health Residency Program Directors should not initiate or solicit transfer of residents. A resident considering a change should first initiate discussions with his/her current Program Director and with the Prisma Health DIO. Applicants considering transferring must meet all eligibility and selection criteria established by the appropriate Sponsoring Institution.

1. If a resident desires to transfer to another program, the resident must inform his/her current Program Director and the Prisma Health DIO as soon as is practical. The resident must obtain written notification from the current Program Director indicating that pursuing a transfer is acknowledged.
2. Before accepting a transferring resident, the "receiving" Program Director must obtain written or electronic verification of prior education from the current Program Director. Verification includes:
  - evaluations,
  - rotations completed,
  - procedural/operative experience, and
  - a summative competency-based performance evaluation using milestone assessments by the program's Clinical Competency Committee.
  - And Milestone evaluations upon matriculation.
  - These will become part of the resident's permanent file.
3. Board certification status must also be explored and documented. If the resident is changing specialties, the "receiving" program director must contact the appropriate Board(s) to ascertain what, if any, credit the resident can receive for prior training.
4. Program Directors must provide timely verification of residency education and summative performance evaluations for residents who transfer out of their program, including milestone evaluations.
5. Before a final decision is made to accept a resident/fellow from another Sponsoring Institution, the Program Director must consult with the DIO, and complete appropriate forms, to determine implications of the transfer.

**References:**

ACGME Common Program Requirements III. C. – Resident Transfers