

## INTERNAL ROTATION AGREEMENT FOR ACGME PROGRAMS

It is the obligation of all ACGME training programs in the College of Medicine to provide ACGME mandated training to any other ACGME training program within the College. This policy outlines the expectations of both the primary program and the host program regarding this interaction.

### Primary Program Responsibilities

- The Program Director or designee must contact the Program Director or Program Coordinator of the host program prior to the start of each academic year with the names, dates and types of rotations that each resident needs to fulfill their training
- The primary program residents will follow all host program rules and requirements while rotating with the host program except those that violate the primary programs accreditation requirements
  - These rules include call coverage, vacation restrictions, hours worked, educational leave, conferences and didactics
  - Any rule that the primary program has an issue with should be discussed and negotiated between the Program Directors prior to the resident starting the rotation
  - Unforeseen issues must be addressed immediately between the Program Directors
- Primary program will not schedule vacation during a rotation with another program without host program approval

### Host Program Responsibilities

- The Program Director or designee will work with the Program Director of the primary program to schedule their residents as needed to fulfill their accreditation requirements
- The program will treat the visiting residents the same as their own residents while rotating in their department
- The Program Director or designee will notify the primary program immediately if there are any concerns regarding the visiting resident or their behavior
- Host program will allow visiting residents to fulfill any accreditation requirements of their primary program while rotating to include fulfilling clinic responsibilities

### Disputes

Should an issue arise between the two programs the following is the expectation for resolution in order.

- Program Director to Program Director
- Chair to Chair
- Program Director, Program Director, Chair, Chair, Associate Dean GME, and Executive Dean

If there is a significant issue with regards to a visiting program and the host program no longer wants to accommodate their residents, only the Associate Dean for GME and the Executive Dean can make that determination as it may result in the closure of a program.