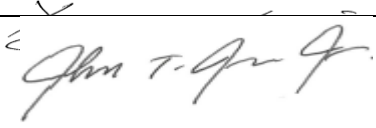


SUBJECT: PGY1 – RESIDENT DISMISSAL	REFERENCE # 6110
DEPARTMENT: PHARMACEUTICAL SERVICES	PAGE: 1 OF: 2
APPROVED BY: John Jordan 	EFFECTIVE: 05/13 REVISED: 09/15, 9/18, 9/19, 11/20

1.0 POLICY:

- 1.1. Upon recommendation from the residency program director, and approval by the Director of Pharmacy, a pharmacy resident may be dismissed during the term of the residency for unsatisfactory performance or conduct.
- 1.2. Failure to follow TidalHealth Peninsula Regional’s policies may lead to termination of medical center employment.

2.0 PURPOSE:

- 2.1 A pharmacy resident that demonstrates unsatisfactory performance or conduct is a liability to patient health, to the department, and to the hospital and may be dismissed from the residency program prior to completion if deemed necessary.

3.0 PROCEDURE:

- 3.1 Dismissal of a resident during the term of the residency
 - 3.1.1. A resident may be dismissed without warning for failure to follow TidalHealth Peninsula Regional’s policies
 - 3.1.2. A resident may be dismissed without warning for failure to obtain licensure in the state of Maryland by October 1st the year of their residency start date
 - 3.1.3. A resident may be dismissed for failure to obtain personal professional liability insurance by October 1st the year of their residency start date
 - 3.1.4. A resident may be dismissed after written warning for a leave of absence that exceeds 25 scheduled duty-hour days
 - 3.1.5. A resident may be dismissed following the warning process outlined below for unsatisfactory performance or conduct which includes but is not limited to the following:
 - Performance which presents a serious compromise to the acceptable standards of patient care or jeopardizes patient welfare
 - Unethical conduct
 - Excessive tardiness and/or absenteeism
 - Job abandonment, defined as three days absent from the program without notice to the program director
 - Mental impairment caused by mental disorder or substance abuse
 - 3.1.6. Warning process:
 - 3.1.6.1. The resident will receive a documented verbal warning from the Residency Program Director (RPD) or Clinical Pharmacy Coordinator (CPC) after the first violation of unsatisfactory performance or conduct
 - 3.1.6.2. The resident will receive a documented written warning after the second violation of unsatisfactory performance or conduct. At which time they will also work with the RPD and CPC and be placed on a 30-day performance improvement plan
 - 3.1.6.3. If after the written warning and performance improvement plan a third violation of unsatisfactory performance or conduct occurs, a recommendation for dismissal may be made by the RPD or CPC.
 - 3.1.7. The recommendation for dismissal must come from the RPC and the CPC and must be approved by the Director of Pharmacy. Following the decision to dismiss a resident from the program during the term of the residency, a letter detailing areas

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- deemed unsatisfactory and the reasons for the dismissal will be sent to the resident via certified mail.
- 3.1.3.1. Following the transfer of a dismissal letter to the resident, the dismissal will be final, and all compensation and benefits will end, effective that date.