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TITLE: Verification of Graduate Medical Education

PURPOSE: The purpose of this policy is to establish a standardized best practice and process for verifying completion of Graduate Medical Education (GME) training at the UVM Medical Center. A standardized form is to be completed at the end of GME training for each resident/fellow or at the first request for verification of GME training. This process will reduce the burden on programs with multiple requests for verification of training.

POLICY STATEMENT: Verification of GME training will be documented using the Verification of Graduate Medical Education and Training (VGMET) form approved nationally by ACGME, AHA, NAMSS, OPDA. The VGMET form is not intended to be used for verification of training for purposes of medical licensure.

PROCEDURE:

1. Prior to the completion of GME training, GME programs will submit the VGMET form via New Innovations for each graduating resident/fellow.
 - a. GME Programs use Section 2 of the VGMET form for additional comments as needed, clarification of conditions or restrictions, and notations for attachments provided (such as procedure logs).
 - b. The respective Program Director reviews the VGMET form for each graduating resident/fellow and signs the form verifying accuracy of the information provided.
2. The respective GME Program Administrator uploads the signed VGMET form into the resident's/fellow's personnel file in New Innovations.
3. VGMET shall not be released to residents/fellows.
4. For request for verification of residents and fellows in training prior to implementation of this policy, previously completed forms can be used.

DEFINITIONS: Accreditation Council for Graduate Medical Education (ACGME), American Hospital Association (AHA), National Association of Medical Staff Services (NAMSS), Organization of Program Directors Associations (OPDA).

REFERENCES: <http://www.aha.org/advocacy-issues/tools-resources/advisory/2016/160412-quality-adv.pdf>
[AHA-ACGME-OPDA VGMET Fillable Form.pdf](#)

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