

MMCGME REQUIRED RESIDENT DOCUMENTATION

NEW RESIDENTS/FELLOWS

Copies must be forwarded by August 1, or (if off-cycle) within one month of the program start date.

- _____ **RMS Data Form** or both the *Personal Information Form* and the *Supporting Information Form*.
The Personal Information Form is completed as an onboarding step.
- _____ **Medical School Diploma**
- _____ **Residency Agreement/Contract** (every year)
- _____ **Completion Certificate(s) for any prior GME training** (must have documentation that verifies the dates of all prior GME training)
- _____ **ECFMG Certificate (if applicable)**

CONTINUING RESIDENTS/FELLOWS

Copies must be forwarded within one month of the action.

- _____ **Residency Agreement/Contract** (every year)
- _____ **Time Away Extends documentation** (if applicable)
- _____ **Name change documentation** (if applicable)

GRADUATING/TERMINATING RESIDENTS/FELLOWS

Copies must be forwarded by October 1, or (if off-cycle) within one month of the program end date/termination date.

- _____ **Completion Certificate for your program**
- _____ **Termination/Resignation Form**
- _____ **Time Away Extends documentation** (if applicable and if not already submitted)