GME Clearance Card Checklist

To be provided by resident and/or institution:

- ❑ Copy of complete academic year rotation schedule (Must include: **Institution Name, resident/fellow first and last name, PGY levels, name of rotation being completed and location of rotation**)

- ❑ Copy of application to the program *(ERAS or other. Military residents-PCS orders.)*

- ❑ Copy of CV complete with listing of participation in current residency/fellowship program

- ❑ Copy of Resident Agreement/Resident Contract

- ❑ Copy of Virginia Medical Training License

- ❑ Copy of ECFMG *(if applicable)*

- ❑ Copy of NPI Number Verification

To be completed by resident: *(All documents can be found at GME website:* www.inova.org/GMEforms*)*

- ❑ GME Clearance Card Form

- ❑ Employee Statement of Commitment to Safety and Error Prevention (AIDET)

- ❑ Confidentiality and Non-Disclosure Agreement for Physicians

- ❑ Medical Record Completion Statement for Residents

- ❑ Patient Armband Alert System

- ❑ Infection Prevention Quiz

- ❑ Patient Safety and Quality Quiz

- ❑ Annual Education for Acute Care Clinical Staff via Healthstream

- ❑ Influenza Vaccine Verification **(October 1st – March 31st)**

- ❑ ORP Provider Application/Registration **confirmation** (if not previously submitted): https://www.virginiamedicaid.dmas.virginia.gov/wps/portal/ProviderLogin

- ❑ PMP Registration **confirmation** via PMP Data Center (if not previously submitted): https://virginia.pmpaware.net/login

- ❑ Language Services Resident Competency Quiz

- ❑ VCU Mistreatment Policy Quiz

- ❑ Epic Training Verification *(GME office to confirm completion of on-line training modules)*

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