



Transition of Care # 034.000

INITIAL EFFECTIVE DATE:
7/16/2026

LAST REVISION DATE:
7/16/2026

RESPONSIBLE UNIVERSITY
DIVISION/DEPARTMENT
Graduate Medical Education

POLICY STATEMENT

Effective transitions of care are essential to patient safety and resident/fellow education. All ACGME-accredited programs must design and implement structured handover processes that ensure continuity of care, minimize errors, and optimize communication among care teams. Programs must monitor and maintain safe, effective transitions of care across all clinical settings.

SCOPE

This policy applies to all ACGME-accredited residency and fellowship programs, residents/fellows, faculty, and participating clinical sites affiliated with Florida International University.

REASON FOR POLICY

To promote patient safety and continuity of care by ensuring structured, standardized transitions of care in compliance with ACGME Institutional Requirements related to transitions of care and patient safety.

DEFINITIONS

TERM	DEFINITION
Clinical Assignment	Scheduled responsibilities of residents/fellows within a program
Continuity of Care	The consistent and seamless provision of care across providers and settings
Structured Handover	A standardized process for communicating patient information during transitions
Transitions of Care (Handover)	The process of transferring responsibility for patient care from one provider or team to another

ROLES AND RESPONSIBILITIES



Graduate Medical Education Committee (GMEC):

- Provides oversight of institutional compliance with transitions of care standards
- Reviews policy effectiveness as part of institutional oversight

Program Directors:

- Ensure implementation of structured handover processes
- Design clinical schedules to minimize unnecessary transitions
- Monitor compliance and effectiveness of transitions of care

Residents/Fellows:

- Demonstrate competency in handover communication
- Participate in structured transition processes

Participating Sites:

- Maintain and communicate accurate schedules of responsible providers
- Support safe and effective transitions of care

PROCEDURE

1. Structured Handover Processes

Programs must implement structured handover processes that:

- Ensure accurate and complete transfer of patient information
- Promote continuity of care
- Reduce risk of communication errors

2. Clinical Assignment Design

Programs must design clinical schedules to:

- Minimize the number of transitions in patient care
- Optimize timing, frequency, and structure of handovers
- Support patient safety and continuity of care

3. Monitoring and Oversight

Programs, in partnership with the Sponsoring Institution, must:

- Monitor effectiveness of handover processes
- Ensure compliance with established standards
- Address identified gaps or risks in transitions of care

4. Resident/Fellow Competency

Programs must ensure residents/fellows:

- Are trained in effective communication during handovers
- Demonstrate competency in transitions of care processes

5. Communication of Responsibility

Programs and clinical sites must:

- Maintain up-to-date schedules of attending physicians and residents/fellows
- Clearly communicate who is responsible for patient care at all times



RELATED RESOURCES

ACGME Institutional Requirements – Transitions of Care & Patient Safety
FIU GME Policies

CONTACTS

Graduate Medical Education, DIO

HISTORY

List initial effective date, revision dates, and/or review date.

Initial Effective Date:

Review Dates

Revision Dates