

Effective: 7/1/2023; Revised: 7/1/2024  
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## CERTIFICATE OF SERVICE

The GME office will provide a Certificate of Service to each House Staff. This certificate will indicate the dates of employment, and will be created after completion and/or after the end of training/appointment in the situation of program non-completion. The certificate will be issued to the House Staff after the summative evaluation has been submitted to the GME Office and the House Staff have completed the exit process. In the event of loss or destruction of the certificate, a copy of the original will be provided. Once House Staff have ended training at VUMC, the name on the certificate will not be changed and will remain consistent with the name used during the period of training and the name on the original certificate.