GME EXIT CLEARANCE FORM

Instructions:

Provide any and all information for future training and/or the type of medical practice you are pursuing. If the complete business address is not available, provide the city and state.

Clearance is required from hospital departments on page 2 to assure all transactions are complete.

If you are completing training, a <u>signed copy of your final summative evaluation must be attached</u> to this form. (Not applicable to dental graduates.)

Per University policy your last paycheck <u>cannot be direct deposited</u>. Checks will be available at the end of the month.

Indicate below how you want to receive your final pay.					
Last Check (<u>circle one</u>):	⇒PICK UP from GME	OR	⇒MAIL TO FORWARDING ADDRESS via First-Class Mail		
OR ⇒MAIL OVERNIGHT/PRIORITY (attach pre-paid, self-addressed mailer)					
Personal Information:					
Name:					
Specialty:					
Forwarding address:					
Have you updated NPI information and completed competency survey?					

Have you updated NPI information			
and completed competency survey?			
Forwarding email address:			
Phone: ()			
Future Plans: (Complete either	Section 1 or 2 below)		
1. Additional Training:	Yes No		
Specialty:	Institution:		
		(City, State, ZIP)	
Phone: ()			
2. Business/Practice:			
Solo	Medical Staff: Academic	Nonacademic	
Group	U.S. Government: (Branch:)	
Partnership			
Forwarding Business Nam	e and Address:		
		(Street)	
Address:		(City, State, ZIP)	
Phone: ()	(00), 0000, 000	

Signatures Required: (If you have never rotated during training to MUH/Le Bonheur, please indicate N/A next to those hospitals. If you have not rotated to any of the other hospitals listed below within the last 12 months, please indicate N/A.)

1 ⁴ Floor, Suite 114 (Ph: 226-5088; Fax: 226-5842) Medical Library (Ph: 225-5569; Fax: 227-9175; Fax: 227-9175] Baptist Women's Hospital Medical Records (Ph: 225-5569; Fax: 227-9175; Fax: 227-9175] BMH Collierville Medical Records (Ph: 861-8948; Fax: 861-8906) Methodist and/or Le Bonheur Medical Records (either office can sign for both hospitals) Residents may obtain medical record clearance via email by following the Methodist electronic check-out procedure listed on the GME website: http://uths.ecdu/GME/exitclearance.php. The ''cleared' email must be printed and attached to this form or a clearance signature must be provided below. OR 1 ⁴ Floor, Le Bonheur Research Tower OR 1 ⁴ Floor Chandler NOTE: If clearing by email, GME will collect Methodist ID's and call room keys when you turn in your exit forms. 1 ⁴ Floor Chandler Regional Medical Center at Memphis Medical Records 1 ⁴ Floor Chandler Laundry (Scrubs) Environmental Services (Chandler Basement) Security Security 1 ⁴ Floor Chandler Bidg; 545-7696 Annie Lewis, Physician Liaison 2H04-F MedPlex; 545-7825 Medical Records, Security, and Laundry clearance must be completed (even if you will call the HIM Department at 545-8451, they will pull your records and have them ready for completion. VA Medical Center Specialty Service Offi	Baptist Memorial Hospital	Medical Records			
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