



GME Policy – Disaster

PURPOSE

It is the policy of GMEC to establish the procedures to be followed to provide administrative support for the residency training programs and residents/fellows subsequent to an event or series of events that cause significant interruption in the provision of patient care, as mandated by ACGME's Policies and Procedures.

PROCEDURE

A disaster is defined as an event or set of events causing significant alteration to the residency experience at one or more residency programs.

Following declaration of a disaster, GME leadership will provide continuing support to all involved residents using the following procedures:

- I. The Program Director, with assistance from the GME Office, will confirm the location of all residents; determine the means for ongoing communication with each; and notify emergency contacts of any resident who is injured or cannot be located.
- II. The DIO or designee will meet with Program Director and appropriate hospital officials to assess the ability to continue to provide adequate educational experiences for residents.
- III. Insofar as a program/institution cannot provide at least an adequate educational experience for each of its residents because of a disaster, the DIO and Program Directors will proceed to:
 - a. arrange temporary transfers to other programs/institutions until such time as the residency program can provide an adequate educational experience for each of its residents, or
 - b. assist the residents in permanent transfers to other programs/institutions (enrolling in other ACGME-accredited programs where they can continue their education).
 - c. maintain ongoing communication with the GMEC throughout the placement process.
- IV. If more than one program/institution is available for temporary or permanent transfer of a particular resident, the preferences of each resident must be considered. Programs must make the keep/transfer decision expeditiously to maximize the likelihood that each resident will complete the year in a timely fashion.

- V. The DIO or designee will contact the ACGME Institutional Review Committee Executive Director within ten days after declaration of the disaster to discuss the due date for submission of plans for program reconfigurations and resident transfers to the ACGME.
- VI. As soon as arrangements for temporary or permanent transfers have been confirmed, the Program Director will notify each resident.
- VII. The Program Director will be responsible for communicating and documenting resident transfers, program reconfigurations, and changing participating sites to the ACGME.

EXTREME EMERGENT SITUATION

An extreme emergent situation is defined as a local event (such as a hospital declared disaster for an epidemic) that affects resident education or the work environment but does not rise to the level of an ACGME-declared disaster as defined in the ACGME Policies and Procedures.

Declaration of a qualifying local disaster is made by the DIO in collaboration with the hospital CEO, the CMO, Program Directors, and Department Chairs. When possible, an emergency meeting of the GMCEC – conducted in person, through conference call, or through web conferencing – shall be convened for discussion and decision-making as appropriate.

Following declaration of an extreme emergent situation:

- I. The Program Director shall meet with the DIO and other hospital officials, as appropriate, to determine the clinical duties, schedules, and alternate coverage arrangements for residents.
- II. Residents must be expected to perform according to the professional expectations of them as physicians, considering their degree of competence, level of training, and context of the specific situation.
- III. Residents should not be first-line responders without consideration for their level of training and competence; the scope of their individual license, if any; and/or beyond the limits of their self-confidence in their own abilities.
- IV. The DIO will call the ACGME IRC Executive Director if (and, only if) the extreme emergent situation causes serious, extended disruption that might affect the Institution/Program's ability to remain in substantial compliance with ACGME requirements. If notice is provided to the ACGME, the DIO will notify the ACGME IRC ED when the extreme emergent situation has been resolved.

- V. The DIO and GMEC will meet with the Program Director to establish monitoring that ensures continued safety of residents and patients through the duration of the situation; to determine that the situation has been resolved; and to assess additional actions to be taken (if any) to restore full compliance with each affected resident's completion of the educational program requirements.