



## **GME Policy – Involuntary Reduction or Closure**

### **PURPOSE**

It is the policy of GMEC to maintain a high quality, stable educational experience for all residents at accredited St. Joseph Medical Center (SJMC) GME programs.

### **PROCEDURE**

1. In the event a sponsored program must reduce in size or close due to an adverse action of the ACGME or involuntary loss of a training site, the Program Director must notify the Graduate Medical Education Committee (GMEC), the Designated Institutional Official (DIO), and the program's trainees within 30 days of receiving notification of the involuntary reduction or closure.
2. The Director of a program that wishes to voluntarily reduce the size of the program or to withdrawal accreditation must obtain prior approval for the reduction or closure from the DIO before notifying the ACGME and the program's trainees.
3. Should SJMC as the sponsoring institution intend to close, the President of the Executive Board must inform the GMEC, DIO, Program Director, and residents within 30 days of the decision to close the institution.
4. In the event of a program reduction or closure, or closure of the institution, the DIO and the Program Director will work collaboratively to:
  - a. Ensure that residents currently enrolled in the program can complete their education within the program, or
  - b. Assist trainees in enrolling into another ACGME-accredited program in which they may continue their education.
  - c. Address such issues as transfer of funding and board-specific requirements of trainees, and
  - d. Make every attempt to phase out the program over a period of time to allow all residents currently in the program to complete their training.

