Policy 2.700 Graduate Medical Education Committee
Section Resident/Fellow Supervision/Work Environment
Subject Closures or Reduction of Sponsoring Institution or Programs
Policy Requirements ACGME Institutional: 1.12.f.; 4.15, 4.15.a.; 4.15.b.
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Purpose

To address the closures or reductions of the Sponsoring Institution (SI) or an Accreditation Council of Graduate Medical Education (ACGME)-accredited program under the SI.

Policy

The Regional Centers (RC) Graduate Medical Education Committee (GMEC) policy outlines the RC SI's responsibility and process for closure or reduction of either the SI or an ACGME-accredited program as follows:

1. The SI must maintain effective oversight of any proposed reduction in program size, closure of an ACGME-accredited program, or closure of the SI itself. This oversight is exercised through the GMEC.
2. The SI must notify the GMEC, Designated Institutional Official (DIO), and all affected residents/fellows as soon as possible once it intends to:
    - Reduce the size of any ACGME-accredited program;
    - Close an ACGME-accredited program; or
    - Close the SI.
3. The SI must ensure that all affected residents/fellows are either:
    - Allowed to complete their graduate medical education at the SI, or
    - Provided with timely and comprehensive assistance to transfer into other ACGME-accredited programs where they can continue their education without undue disruption.

Process:

1. Initiation and Notification
    - If program determines that reduction or closure is needed, the program director must be immediately notified.
    - If the SI determines that reduction or closure is needed, the DIO and the GMEC chair must notify UAMS leadership to include GMEC Chair.
2. GMEC Oversight
    - Prior to any reduction or closure, the RC GMEC must:
        - Review the proposed reduction or closure;

    - Assess the potential educational impact;
    - Ensure that adequate support and resources remain for the continued training of affected residents/fellows;

3. Resident/Fellow Support and Transition
    - Should a decision to close a program, reduce program size or close the SI be made, the Program Director and/or DIO must ensure that each affected resident/fellow receives:
        - Timely, transparent information regarding the decision;
        - Counseling related to the impact on training.
    - If the SI cannot support all current trainees through program completion, it must:
        - Contact other ACGME-accredited programs to facilitate placements;
        - Provide letters of support, verification of training, and assistance with interviews or applications, as appropriate;
        - Ensure adherence to any applicable ACGME policies or processes.

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