POLICY & PROCEDURE: CLOSURES OR REDUCTIONS

POLICY SUMMARY/INTENT:

To outline the procedure should the institution close; or when the institution chooses to reduce the size of or close an ACGME-accredited program.

DEFINITIONS:

1. GMEC - Graduate Medical Education Committee
2. DIO - Designated Institutional Official
3. ACGME - Accreditation Council Graduate Medical Education

AFFECTED DEPARTMENTS/SERVICES:

1. Family Medicine Residency Program

POLICY: COMPLIANCE – KEY ELEMENTS

POLICY

In the event that it becomes necessary for the Institution to reduce the size of a residency program or to close a residency program, the Institution must inform the GMEC, the DIO, and the residents as soon as possible. The Institution must either allow residents already in the program(s) to complete their education, or assist the residents in enrolling in an ACGME-accredited program(s) in which they can continue their education.

In the event that the Sponsoring Institution must close, the Institution must inform the GMEC, the DIO, and the residents as soon as possible. The Sponsoring Institution must assist residents already in a training program to enroll in another ACGME-accredited training program in which they can continue their education.

The GMEC is responsible for the oversight of all processes related to reductions and/or closures of:

1. Individual programs
2. Major participating sites; and
3. The Sponsoring Institution

REFERENCE
ACGME Institutional Requirements IV.N.

ATTACHMENTS:
(REFERENCED BY THIS DOCUMENT)

OTHER DOCUMENTS:
(WHICH REFERENCE THIS DOCUMENT)

FEDERAL REGULATIONS:

ACCREDITATION:

CALIFORNIA:
HAWAII: Not applicable
OREGON: Not applicable
WASHINGTON: Not applicable

REFERENCES:

ADVENTIST HEALTH SYSTEM/WEST POLICY OWNER:
ENTITY POLICY OWNER: Residency Administrator

APPROVED BY:
ADVENTIST HEALTH SYSTEM/WEST: Not applicable
ADVENTIST HEALTH SYSTEM/WEST INDIVIDUAL:
ENTITY: (06/17/2016) Policy & Procedure Committee, (07/28/2016) MEC Committee, (08/05/2016) Executive Committee, (09/06/2016) Governing Board
ENTITY INDIVIDUAL:

REVIEW DATE:
REVISION DATE: 09/07/2016
NEXT REVIEW DATE: 09/07/2019

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