

Policies and Procedures

<i>Section:</i> School of Medicine		<i>NO.</i>				
<i>Chapter:</i> Graduate Medical Education	<i>Issued:</i> <i>DATE</i> 11/2014	<i>REV. A</i> 8/2021	<i>REV. B</i>	<i>REV. C</i>		
<i>Policy: Program Closure and Reduction Policy</i>	Page 1 of 2					

PURPOSE

Creighton University School of Medicine, as the sponsoring institution, must maintain and ensure support for its residents and fellows enrolled in its GME programs in the event of program size reduction, program closure, or institutional closure.

SCOPE

This policy applies to all Creighton University residents and fellows and their respective programs.

POLICY

Closure or Reduction of a Program: Actions and procedures that may lead to closure or reduction of a program include, but are not limited to:

- Sponsoring Institution reduction due to decreased financial or educational resources to support adequate training in the program.
- Accreditation reduction by the ACGME Resident Review Committee (RRC) or another relevant accreditation bodies.
- Failure of the training program to correct concerns and/or comply with recommendations of the Graduate Medical Education Committee (GMEC) or DIO based on the Annual Program Evaluation and/or Special Review conducted by the GMEC.
- Reallocation of positions among other GME programs.

Process:

1. The parties desiring reduction or closure must notify the DIO and the GMEC as soon as possible of any intent to reduce complement or close a program. The DIO and GMEC will work with the parties to explore any possible options to ameliorate this decision.
 - a. The appropriate representative of the party must be present at the next regularly scheduled GMEC meeting to discuss the intent to reduce or close the involved program. The DIO may call a special meeting of the GMEC if he or she feels this is indicated.
 - b. If approved by the GMEC, residents and fellows must be notified as soon as possible.
2. When reduction in trainee complement or closure is deemed necessary, the GMEC and individual program shall plan to reduce the complement of residents in the program where possible by first reducing the number of positions available to incoming residents to allow current residents to complete their program.
3. Every reasonable effort will be made to ensure that the reduction or closure of GME programs occurs at the completion of an academic year.
4. Affected residents may transfer prior to program reduction or closure if the opportunity presents itself and the resident desires to do so. The Institution may not force an affected resident to remain to complete a period of training prior to reduction or closure. The resident or fellow must give Creighton GME 30 days' notice prior to transfer if they transfer before the reduction or closure takes place
5. If the reduction or closure of a program affects residents or fellows currently in the training program, the Department Chair, Program Director and DIO must assist affected residents in enrolling in another accredited ACGME program. These affected residents or fellows will be released without penalty from their contracts upon a start date in their new program.

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6. The Program Director, with the DIO, shall inform the ACGME of any closure or reduction within 7 days of the decision being approved by the GMEC.
7. The GMEC must approve the reduction and the plan for implementing the reduction.

Closure of the Institution:

If CUSOM as the Sponsoring Institution, intends to close, the Dean or designee must inform the GMEC, DIO, programs, residents, and fellows as soon as possible of the decision. CUSOM and the programs, along with the DIO and GMEC, will work collaboratively to ensure that residents/fellows currently enrolled in the programs are able to complete their education within the program or will assist trainees in enrolling into another similar accredited program in which they may continue their education.

The DIO will notify the ACGME Institutional review Committee within 10 days of the decision being made final for closure of the institution.

REFERENCES

ACGME

AMENDMENTS OR TERMINATION OF THIS POLICY

This policy supersedes all program level policies regarding this area/topic. In the event of any discrepancies between program policies and this GME policy, this GME policy shall govern.

Creighton University reserves the right to modify, amend, or terminate this policy at any time.

Reviewed and Approved By:

Omaha GEC: June 11, 2021

Phx GEC: August 2, 2021

Exec GMEC: August 2, 2021