

**POLICY ON THE
INTERRUPTION, REDUCTION OR CLOSURE OF GRADUATE TRAINING PROGRAMS**

A recommendation to modify the resident complement of or to close a graduate training program must be made by the individual Program Director via a petition to the Graduate Medical Education Committee (GMEC) at UIHC according to the procedures outlined in the “Policy and Procedures for Adding New Programs and Program Modification,” which governs both increases and decreases to the size or scope of a training program.

A recommendation to close a graduate training program, to reduce the size of the program, or to close the sponsoring institution by UIHC must be communicated to the GMEC, the DIO and the residents as soon as possible. Such recommendations will then be presented to the Hospital Advisory Committee for review and approval. The appropriate ACGME Residency Review Committee will be notified in accordance with ACGME requirements.

If UIHC is to be closed or if an individual program is closed, reduced or interrupted for any reason, including a disaster or interruption in patient care, the following procedures will govern:

- 1) The Program Director will give the affected residents written notice of the program reduction or closing as soon as possible following the decisions and approval by the GMEC and HAC, as applicable. This notice will include specific dates and the terms by which the program is closing or downsizing.
- 2) Any resident not completing the affected program will be assisted in the continuation of his/her education in one of the following ways:
 - a) The resident will be allowed to complete the program, if possible, depending on the dates of the program closure/reduction and on the resident’s demonstration of satisfactory progress; or
 - b) The resident will be assisted by the Program Director in identifying and enrolling in another program at UIHC; or
 - c) The resident will be assisted by the Program Director in identifying and enrolling in another accredited program outside of UIHC, by making the necessary communications.A meeting with the resident, the Program Director, and the Director of GME will occur to decide the best strategy for the affected resident.
- 3) The Graduate Medical Education Office will assist the resident with issues concerning stipend, benefits, contract and other administrative issues caused by the change or closure of the program.
- 4) Financial obligations of UIHC will follow the terms of the resident’s contract, but will not include any reimbursement for expenditures due to relocation.

The term “resident” in this policy shall refer to residents and fellows at all house staff levels.

House staff residents and fellows are also governed by the UIHC “Emergency Operations Plan,” which describes planning and training for on-site emergency situations and/or disasters as well as the implementation of an organized response, including but not limited to staff deployment, communications, safety and security, patient evacuation, immunization, decontamination and recovery.

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