Institutional Process to Resolve Issues Regarding Graduate Medical Education

Policy Number: GME - 003 Version: 01
Effective Date: July 1, 2001 Updated: July 1, 2010

Description:
The Graduate Medical Education Executive Committee (GMEC-EC) and the Graduate Medical Education Committee (GMEC) in conjunction with the Dean, School of Medicine, have developed a policy that establishes a prescribed course of action when issues arise in a GME program that requires resolution. Such issues may stem from the following sources:

- GMEC Internal Review
- ACGME-RRC Review
- Institutional-wide issues that pertain to individual training programs
- Institutional ACGME Review and Citations
- Resident Physician Council
- Independent identified issues

Scope:
This policy applies to trainees, directors, faculty, and administrators of GME Training Programs.

POLICY:

A. The Chair of either the GMEC or a subcommittee, the GMEC-EC, or the Associate Dean for Graduate Medical Education may bring issues or specific recommendations forward to the GMEC-EC for discussion. Following such discussion, the GMEC-EC shall develop an action plan to achieve resolution of the particular issue. The GMEC-EC communicates with the Training Program Director regarding the required corrective action, which is set forth pursuant to a defined timetable. The Department Chairperson/Division Chief shall also be notified and included in the process for resolution.

B. The GMEC is involved by report from the Chair, GMEC or Associate Dean for GME who sit as members of the GMEC-EC.

C. Final Resolution: The GMEC-EC in conjunction with the GMEC shall monitor and send a written communication to the Dean stating the resolution and plan of action. Further action may be taken by the Dean, as needed.
Approval Dates:
GMEC July 1, 2001; updated July 2010

Contact Information:
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