Appointment of Program Directors to GME Programs

Policy Number: GME - 028
Effective Date: July 1, 2014

Description:

The role of a Program Director in a UC San Diego Graduate Medical Education (GME) training program often includes being an advocate for the trainees as well as program resources. Similarly, the Program Director is frequently the individual trainees will approach to raise concerns or suggestions for improvement. If the Department Chair/Division Chief also serves the role of Program Director this may create the potential for a conflict of interest. A similar conflict may arise if the Department Chair/Division Chief and the Program Director are Near Relatives, as defined below. The Program Director must be free to advocate for the training program and trainees must have a separate avenue to raise concerns or suggestions. This policy is intended to provide guidelines for managing these potential conflicts of interest. Furthermore, with the increasing complexity of graduate medical education as well as significantly increased administrative responsibilities in the ACGME Program Requirements, the time a program director is expected to devote to the duties of that position do not allow for other significant administrative responsibilities including serving as Departmental Chair or Division Chief.

Purpose:

This policy is intended to guide appropriate appointment of Program Directors and presents supplemental information to UC APM 520 and Chapter 380, Section 13 of the Policy and Procedure Manual on the employment of near relatives appointed in GME training programs.

Scope:

Applicants, Trainees, Program Directors, Associate Program Directors, Departmental leadership and faculty involved in UC San Diego GME programs.

Definitions:

A. Near relative: spouse, parent, domestic partner, child, sibling, aunt/uncle, or niece/nephew.

B. In-laws or step-relatives including a relative of a domestic partner in one of the relationships listed above are considered near relatives. Other persons residing in the same household as the employee are also considered near relatives.
POLICY:

A. Department Chairs/Division Chiefs will not simultaneously serve the role of Program Director for a UC San Diego GME program.

B. Near Relatives of the Department Chair/Division Chief will not be appointed as Program Directors for a program under the supervision of the Department Chair/Division Chief.

C. An exception to this policy may be requested from the GMEC where divisions are sufficiently small or do not have additional Faculty members with the requisite experience or expertise, or who do not meet ACGME criteria for Program Director. Similarly, situations may arise which demand that a Department Chair/Division Chief assume the leadership role of Program Director in order to assure the stability of the program.

a. If an exception is approved by the GMEC, a departmental leader outside the department/division, often the core Program Director, will be identified as the individual that trainees can approach to raise concerns or suggestions for improvement.

References:
GME – 024; Recruitment or Appointment of Near Relatives to GME Programs.
UCD Policy and Procedure Manual:
UC APM 520
Section 380-13, Near Relatives.
Section 380-16, Conflict of Interest.

Attachments:
NA

Approval Dates:
GMEC January 8, 2014
Committee on Educational Policy January 14, 2014

Contact Information:
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