

GMEC approved February 15, 2024

Background: Previously Program Size Reduction/Program Closure

Closures and Reductions (IV.O)

ACGME Institutional Requirements

IV.O. Closures and Reductions: The Sponsoring Institution must maintain a policy that addresses GMEC oversight of reductions in size or closure of each of its ACGME-accredited programs, or closure of the Sponsoring Institution that includes the following: ^(Core)

IV.O.1. the Sponsoring Institution must inform the GMEC, DIO, and affected residents/fellows as soon as possible when it intends to reduce the size of or close one or more ACGME-accredited programs, or when the Sponsoring Institution intends to close; and, ^(Core)

IV.O.2. the Sponsoring Institution must allow residents/fellows already in an affected ACGME-accredited program(s) to complete their education at the Sponsoring Institution or assist them in enrolling in (an)other ACGME accredited program(s) in which they can continue their education. ^(Core)

Purpose: To define the procedures necessary for the permanent change in the Resident or Fellow complement of an existing UMKC SOM Residency or Fellowship Program ("Program"), and the closure of an existing Program.

Scope: This policy and procedure applies to all ACGME accredited programs sponsored by UMKC School of Medicine.

- I. Decrease in Program Size or Program Closure:** It is recognized it becomes necessary, at times, to decrease the size of a Program or completely close the Program. In this situation, it is the primary goal of UMKC School of Medicine to provide Residents or Fellows in the Program at the time of the change with ongoing, high-quality education and clinical experiences with as little interruption as possible. To this end, the following procedure is required:
- a. Once it is known that a Program will either decrease the size of its complement or close, the Associate Dean for Graduate Medical Education ("Associate Dean") must be notified immediately. It will be the Associate Dean's responsibility to notify the Designated Institutional Official (if different from the Associate Dean), the GME Committee, and the affected Residents or Fellows. This notification should be accomplished in a timely manner.
 - b. Whenever possible, a Program should be downsized in a phased-in manner, allowing all current Residents/Fellows to complete their education without transfer to another residency or fellowship program or interruption of their Program. Similarly, Program closure should ideally occur at a time that would allow all current Residents/Fellows to complete their Program without transfer or interruption.



- c. When a decrease in the size of a Program or a Program closure must occur in a manner that will not allow for all current Residents/Fellows to complete their Program, it is the responsibility of the Program Director, Associate Dean, and GME Office to assist Residents/Fellows in enrolling in an ACGME-accredited program at which they may continue their education. This assistance will include letters of recommendation, the timely provision of training and employment records, and, at times, financial support for the ongoing training.

IV. Closure of the Institution: In the event the School of Medicine would close or no longer sponsor Programs, a procedure like that outlined for Program closure should be followed.

- a. The Designated Institutional Official (DIO), GME Committee, and Residents/Fellows must be notified as soon as possible.
- b. Whenever possible, Programs should be closed in a phased-out manner, allowing all current Residents/Fellows to complete their Program without transfer to another program or interruption of their Program.
- c. When closure does not allow for all Residents/Fellows to complete their Program, it is the responsibility of the Program Director, Associate Dean, and GME Office to assist Residents/Fellows in enrolling in an ACGME-accredited program at which they may continue their education. This assistance will include letters of recommendation, the timely provision of training and employment records, and, at times, financial support for the ongoing training.

Administered By:

A handwritten signature in black ink that reads 'Phil Byrne'.

Phillip D. Byrne, EdD
Associate Dean of Graduate Medical Education