



VALLEY HEALTH TEAM
Family Medicine Residency Program

Section:	<i>Family Medicine Residency Program</i>
Document Number:	<i>GME0016</i>
Title:	<i>Residency Reduction and Closure</i>
Responsible Department:	<i>Graduate Medical Education</i>
Created:	<i>07/12/2016</i>
Revised:	<i>09/28/2020</i>
Superseded:	<i>07/12/2016</i>
GMEC Approved:	<i>10/20/2020</i>
Board of Directors Approved:	<i>10/22/2020</i>
Effective:	<i>10/23/2020</i>
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POLICY:

The Sponsoring Institution and Participating Institutions must inform the Graduate Medical Education Committee (GMEC), the Designated Institutional Official (DIO), and the residents of affected program(s) as soon as possible when the institution or a participating facility intends to reduce the size of or close one or more programs, or when the Sponsoring Institution or a Participating Institution intends to close.

SCOPE:

This policy applies to all Accreditation Council for Graduate Medical Education (ACGME) accredited graduate medical education programs sponsored by Valley Health Team, Inc.

PURPOSE:

Valley Health Team, Inc. is committed to the maintenance of high quality Graduate Medical Education programs. However, there may be times when the Institution determines there is a need to close or reduce the size of its current programs. This policy outlines the procedures that must be followed in the event of program closure or reduction in order to ensure appropriate and timely communication between the Institution, the DIO, the GMEC, and affected program directors and residents or fellows.

PROCEDURE:

Valley Health Team requires a Program Director to submit proposals for a temporary or permanent increase or decrease in resident complement to the GMEC for approval prior to submission to the ACGME/Residency Review Committee (RRC). The GMEC will weigh the potential benefits of a change in program size against potential liabilities and may request justification and information on the projected impact of the proposed change. All changes should be submitted to the DIO for review in order to ensure compliance with both ACGME/RRC requirements and Valley Health Team guidelines.

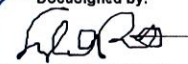
Changes in program size must also be approved per the Valley Health Team oversight mechanism. Per the Valley Health Team requirements, changes approved by the GMEC require review and approval by the Valley Health Team CEO.



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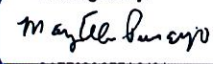
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Residents must be notified as soon as possible regarding an intended reduction in program size or closure of their residency program. In the event of such a reduction or closure, Valley Health Team will allow residents already in the program to complete their education or assist the residents in enrolling in an ACGME-accredited program in which they can continue their education.

DocuSigned by:

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 Soyla A. Reyna-Griffin, CPA
 Chief Executive Officer

10/22/2020

 Date

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 Mary Ellen Pumarejo
 President, Board of Directors

10/22/2020

 Date