



Closure Policy for Institution or Programs

gme-adm-0005

About This Policy

Effective Dates:

05-11-2016

Last Updated:

10-16-2023

Responsible University Administrator:

Senior Associate Dean for GME

Policy Contact:

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Scope

This policy applies to all ACGME-accredited, Indiana University School of Medicine (IUSM)-sponsored training programs.

Policy Statement

The closure or reduction of a residency or fellowship program may occur for a number of reasons such as voluntary closure or loss of program or institution accreditation.

Reason For Policy

The purpose of this policy is to address the closure of institutions or training programs.

Procedure

All requests to close a residency or fellowship program must be reviewed and approved by the GMEC. All requests must also be in accordance with CMS requirements. The program will provide a document to the GMEC Executive Committee outlining the reason for the closure and detailing how it will affect any current residents. The GMEC Executive Committee will review this request and make a recommendation to the GMEC. If the request is approved by the GMEC, the program will then initiate the request to close the program in WebADS.

In case of a closure or loss of accreditation, IUSM will make every effort to provide residents with treatment equal to that provided to other staff affected by the event. This will include notification to the Graduate Medical Education Committee (GMEC), the program directors, and the residents of a projected closing at as early a date as possible. 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.

The School will make every effort to allow those residents in the program to complete their education at IUSM and the affiliated hospitals. If possible, payment of stipends and benefits will continue to the conclusion of the current letter of appointment.

If any resident would be displaced by closure of the program, the School will assist the residents in enrolling in an ACGME-accredited program(s) in which they can continue their graduate medical education.

Provision will also be made for the proper disposition of residency education records, including appropriate notification to licensure and specialty boards.

IUSM will also inform residents of adverse accreditation actions taken by the ACGME in a reasonable period of time after the action is taken.

Definitions

ACGME is the Accreditation Council for Graduate Medical Education.

A resident is an IUSM resident or fellow, or a non-IUSM resident or fellow electively rotating through IUSM who provides clinical care as part of a GME program.

A *residency* is an IUSM training program offering graduate medical education to either residents or fellows.

Implementation

The Designated Institutional Official (DIO) for Graduate Medical Education is responsible for implementation of this policy.

Oversight

Policy authority for this document resides with the Graduate Medical Education Committee. The DIO and the Graduate Medical Education Committee are responsible for oversight. This policy will be reviewed every three years or more often if deemed necessary.

History

1. Policy gme-adm-0005 approved by GMEC and published 14 November 2012.
2. Policy reviewed, updated, and approved by GMEC 11 May 2016.
3. Policy updated for formatting 27 February 2018.
4. Policy updated for formatting 27 June 2018.
5. Policy reviewed by the Policies & Procedures Subcommittee 2 October 2019.
6. Policy updated 20 November 2019.
7. Policy was approved by the GMEC 04 December 2019.
8. Policy was updated 16 October 2023.