



Policy Number GME-8242-018
Date of Last Review Month Year: 7/2022
Date of Last Revision Month Year: 2/2013
Policy Owner(s) Department GME

Institutional Requirement IV.O.

2022 Accreditation Council for
Graduate Medical Education (ACGME)

Graduate Medical Education: Closure and Reductions

I. Purpose:

This policy defines the responsibilities of Graduate Medical Education leadership when the closure of the Accreditation Council for Graduate Medical Education (ACGME)-accredited Sponsoring Institution (SI) at Ochsner Clinic Foundation (OCF), or one of its training programs, is necessary, or should one of its programs be required to reduce its complement.

II. Scope

This policy applies to the Designated Institutional Official (DIO), Graduate Medical Education Committee (GMEC), and OCF departmental leadership with ACGME-accredited program(s).

III. Definitions

- **Resident:** Any trainee in an OCF sponsored core or fellowship program
- **Designated Institutional Official (DIO):** Responsible for oversight of OCF Graduate Medical Education programs
- **Graduate Medical Education Committee (GMEC):** Committee responsible for policy and oversight of Graduate Medical Education sponsored by OCF, chaired by the DIO
- **Department of Graduate Medical Education (GME):** Responsible for the administration of all OCF sponsored residency and fellowship training programs
- **Accreditation Council for Graduate Medical Education (ACGME)**
- **Sponsoring Institution (SI):** The organization (or entity) that assumes the ultimate financial and academic responsibility for a program of GME. The sponsoring institution has the primary purpose of providing educational programs and/or health care services

IV. Policy Statement:

Senior leadership of the SI in conjunction with the DIO, GMEC, Program Director and Program Chair will make appropriate efforts to avoid the reduction in complement or closure of OCF sponsored ACGME-accredited programs. The SI must inform the GMEC, DIO, and affected Residents as soon as possible when it intends to reduce the size of or close one or more programs, or when the Sponsoring Institution intends to close.

In the event a decision is made that a training program must reduce the size of or close, the appropriate Program Director must inform the Residents as soon as possible. The DIO and GMEC will be responsible for monitoring the complement reduction process. Plans to reduce the complement of Residents in the program will be made, where reasonable, by first reducing the number of positions available to incoming Residents. If the reduction needs to include Residents currently in the training program, the DIO and



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Program Director will inform the GMEC, and the Residents as soon as possible. OCF will attempt to reduce complement over a period of time to allow the resident(s) currently in the program to continue and/or complete their training. If this is not possible, the SI must allow Residents currently in the affected ACGME-accredited program to complete their education at the SI or assist them in enrolling in another ACGME-accredited program in which they can continue and/or complete their education.

In the event a decision is made that a training program must close; the appropriate Program Director must inform the Residents as soon as possible. The DIO and GMEC will be responsible for monitoring the closure process. The SI will structure a preferred closure when reasonable, that allows enrolled Residents to complete the program. In the event a program must be closed before one or more Residents are able to complete their training, the DIO and Program Director must assist Residents in enrolling in an ACGME-accredited program in which training can continue and be completed.

Approved

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Policy History

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