



Policy Number GME-2220-013
Date of Last Review Month Year: 6/2022
Date of Last Revision Month Year:
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 leadership when the closure of the Accreditation Council for Graduate Medical Education (ACGME)-accredited Sponsoring Institution (SI) at Ochsner Lafayette General Medical Center (OLGMC), 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 departmental ACGME-accredited program leadership at OLGMC.

III. Definitions

- **Resident:** Any trainee in an OLGMC sponsored core or fellowship program
- **Designated Institutional Official (DIO):** Responsible for oversight of OLGMC Graduate Medical Education programs
- **Graduate Medical Education Committee (GMEC):** Committee responsible for policy and oversight of Graduate Medical Education sponsored by OLGMC, chaired by the DIO
- **Department of Graduate Medical Education (GME):** Responsible for the administration of all OLGMC 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 OLGMC 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 decrease in size; the appropriate Program Director must inform the DIO, GMEC, and the Residents as soon as possible following the decision. 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



Policy Number GME-2220-013
Date of Last Review Month Year: 6/2022
Date of Last Revision Month Year:
Policy Owner(s) Department GME

Institutional Requirement IV.O.
2022 Accreditation Council for
Graduate Medical Education (ACGME)

Graduate Medical Education: Closure and Reductions

currently in the training program, the DIO and Program Director will inform the GMEC, and the Residents as soon as possible following the decision. OLGMC will attempt to reduce complement over a period to allow the resident(s) currently in the program to continue their training. If this is not possible, the SI must allow Residents already in an 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 their education.

In the event a decision is made that a training program must close; the appropriate Program Director must inform the DIO, GMEC, and the Residents as soon as possible following the decision. 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.



Policy Number GME-2220-013
Date of Last Review Month Year: 6/2022
Date of Last Revision Month Year:
Policy Owner(s) Department GME

Institutional Requirement IV.O.
2022 Accreditation Council for
Graduate Medical Education (ACGME)

Graduate Medical Education: Closure and Reductions

Approved

Al Patin, RN, MBA
Chief Executive Officer, Ochsner Lafayette General Medical Center

Ronald G. Amedee, MD
Dean – Medical Education

Ziad Ashkar, MD, ScD, MPH, MBA
Designated Institutional Official

Policy History

Date of Issue: 06/2022
Revisions: