



<b>SUBJECT</b> <b>Communication of Strategic GME Changes: Proposed Program Significant Changes and Closure</b>	<b>POLICY NUMBER</b> <b>100.010</b>	<b>PAGE</b> <b>1 of 2</b>
<b>SOURCE</b> <b>Academic Affairs – Administration</b>	<b>ORIGINATION OR LAST REVISION DATE</b> <b>12/18/07</b>	<b>EFFECTIVE DATE</b> <b>03/01/05</b>

I. POLICY

It is the policy of St. Joseph's Hospital and Medical Center (SJHMC) Academic Affairs to monitor and influence programmatic change to optimize a quality educational experience for residents and to provide timely communication to residents, faculty and staff when planning for programmatic changes in order to lessen the adverse impact or enhance the benefit changes upon the course of study and training for resident physicians.

II. PURPOSE:

To communicate the proposed strategic changes and closures of the GME Programs

II. PROCEDURE

1. SJHMC Academic Affairs, the residency program directors, and the residents will make every reasonable effort to communicate pending or seriously considered programmatic changes to all parties at the earliest feasible time.
2. Unforeseen changes (resident's illnesses, resignations, faculty changes, increases or decreases in program size, proposed new programs or program closures) must be communicated to all parties with an impact analysis on the institution's clinical services, the program(s) as well as the individual resident's educational course.
3. Planned changes must be communicated in planning discussions and presented to the residents as they become solidified, as well as at the beginning of each academic year as part of the each program's Goals and Objectives.
4. In the event of a reduction or closure of a residency program, St. Joseph's Hospital 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.



5. Programmatic changes within a GME Program could enhance or lessen particular or overall elements within the Training Program. Such programmatic changes may include:
- a. Curriculum
  - b. Rotation sites and Community faculty
  - c. Supervision
  - d. Scheduling
  - e. Size of Program and Faculty
  - f. Resources of Program
  - g. Future Plans for Program growth, reduction, or elimination
  - h. New programs which may affect existing residencies

<b>REVIEWED AND IN COMPLIANCE WITH:</b>	<b>DATE</b>
ACGME	12/18/07
CHW	12/18/07
JC	12/18/07
RISK/LEGAL	12/18/07
HUMAN RESOURCES	12/18/07
<b>REVISED &amp; APPROVED BY</b>	
Policy/Procedure Committee	12/18/07
Organized Medical Staff	12/18/07
GMEC	