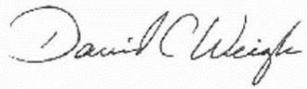

Policy Title: Responsibilities of the Graduate Medical Education Committee



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Purpose

An organized administrative system, led by a Designated Institutional Official (DIO) in collaboration with a Graduate Medical Education Committee (GMEC), must oversee all ACGME-accredited programs of a Sponsoring Institution. The GMEC exercises similar oversight for all non-ACGME-accredited graduate medical education programs at UT Southwestern. This policy outlines the responsibilities of the GMEC.

Procedure

1. The GMEC is responsible for oversight of:
 - a. the ACGME accreditation status of the Sponsoring Institution and each of its ACGME-accredited programs;
 - b. the quality of the GME learning and working environment within the Sponsoring Institution, each of its ACGME-accredited programs, and its participating sites;
 - c. the quality of educational experiences in each ACGME-accredited program that lead to measurable achievement of educational outcomes as identified in the ACGME Common and specialty/subspecialty-specific Program Requirements;
 - d. the ACGME-accredited program(s)' annual evaluation and improvement activities; and,
 - e. all processes related to reductions and closures of individual ACGME-accredited programs, major participating sites, and the Sponsoring Institution.

2. The GMEC is responsible for review and approval of:
 - a. institutional GME policies and procedures;
 - b. annual recommendations to the Sponsoring Institution's administration regarding resident/fellow stipends and benefits;
 - c. applications for ACGME accreditation of new programs;
 - d. requests for permanent changes in resident/fellow complement;
 - e. major changes in each of its ACGME-accredited programs' structure or duration of education;
 - f. additions and deletions of each of its ACGME-accredited programs' participating sites;
 - g. appointment of new program directors;
 - h. progress reports requested by a Review Committee;
 - i. responses to Clinical Learning Environment Review (CLER) reports;
 - j. requests for exceptions to duty hour requirements;
 - k. voluntary withdrawal of ACGME program accreditation;
 - l. requests for appeal of an adverse action by a Review Committee; and,
 - m. appeal presentations to an ACGME Appeals Panel.

3. The GMEC must demonstrate effective oversight of the Sponsoring Institution's accreditation through an Annual Institutional Review (AIR).
 - a. The GMEC must identify institutional performance indicators for the AIR, which include:

- i. results of the most recent institutional self-study visit;
 - ii. results of ACGME surveys of residents/fellows and core faculty members; and,
 - iii. notification of each of its ACGME-accredited programs' accreditation statuses and self-study visits.
 - b. The AIR must include monitoring procedures for action plans resulting from the review.
4. The GMEC must demonstrate effective oversight of underperforming program(s) through a Special Review process.
 - a. The Special Review process must include a protocol that:
 - i. establishes criteria for identifying underperformance; and,
 - ii. results in a report that describes the quality improvement goals, the corrective actions, and the process for GMEC monitoring of outcomes.