



# Closure and/or Reduction of a Program

## Graduate Medical Education Committee - Policies and Procedures

### Purpose

In order to comply with the ACGME Common Program Requirements for Graduate Medical Education, the University of Arizona College of Medicine Graduate Medical Education Committee (GMEC) establishes this policy to ensure that the Institution, through the Program Director and staff of each program, ensures that all residents and/or fellows are sufficiently informed regarding a reduction or closure of their training program or institution.

### Policy

1. In the event of a closure of the University of Arizona College of Medicine or one of its major affiliated participating sites, a residency/fellowship program, or a reduction in the size of a training program sponsored by the UACOM, the transition/progression of trainees into other programs will be facilitated by UACOM.
  - a. UACOM will inform the GMEC, DIO and trainees of a decision to close or reduce the size of a program as soon as possible.
2. Regardless of the reason for closure or reduction, the DIO and GMEC will have oversight of the process and the following procedures will apply:
  - a. The DIO and/or Program Director will inform the affected trainees as soon as possible.
  - b. The DIO will notify the ACGME in writing of any decision on the part of the sponsoring institution to close or reduce the size of a program.
  - c. Whenever possible, the trainees in the program will be allowed to continue through their program with phased closure of the program or until the end of the academic year.
  - d. There will be no further recruitment into the program.
  - e. If necessary, the Program Director and DIO will work with the trainees and the ACGME to find positions in other accredited programs.
  - f. Reasonable effort will be made to ensure that trainees will not lose income through the course of the transfer to another program.
  - g. If necessary, coordination with other programs/departments will be arranged to facilitate scheduling adjustments.
3. Neither UACOM nor its programs may require residents to sign a non-competition guarantee.