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## **NSU KPCOM GME** **POLICY ON PROGRAM CLOSURES AND REDUCTIONS**

### **PURPOSE:**

This policy addresses Accreditation Council for Graduate Medical Education (ACGME) *Institutional Requirements IV.O. Closures and Reductions*.

*The Sponsoring Institution must maintain a policy that addresses GMEC oversight of reductions in size or closure of each of its ACGME-accredited programs or closure of the Sponsoring Institution that includes the following:*

*IV.O.1. The Sponsoring Institution must inform the GMEC, DIO, and affected residents/fellows as soon as possible when it intends to reduce the size of or close one or more ACGME-accredited programs, or when the Sponsoring Institution intends to close; and (Core)*

*IV.O.2. The Sponsoring Institution must allow residents/fellows already in an affected ACGME-accredited program(s) to complete their education at the Sponsoring Institution or assist them in enrolling in (an) other ACGME accredited program(s) in which they can continue their education. (Core)*

### **DEFINITIONS:**

See the *NSU Graduate Medical Education Glossary of Terms* dated April 1, 2021; the *ACGME Glossary of Terms* dated April 15, 2020; as well as the *Common Acronyms/Abbreviations Used in Graduate Medical Education* last updated April 4, 2019.

### **BACKGROUND:**

The ACGME Institutional Requirements require the sponsoring institution to have written policy that addresses a reduction in size or closure of a residency program or closure of the institution. This process needs to be done in a way that minimizes the impact on trainees.

### **POLICY:**

Nova Southeastern University, as the Sponsoring Institution, through the Designated Institutional Official (DIO), will inform the Graduate Medical Education Committee, Program Directors, Graduate Medical Education staff, and residents as soon as time permits of any intention to reduce or close a residency program OR if the University Board of Trustees determines that the Sponsoring Institution will close.

Every effort will be made to allow residents currently in the program to complete their education or assist the residents in enrolling in a different Accreditation Council for Graduate Medical Education (ACGME) program in which they can continue their education.

Once the determination is made to reduce or close the residency program, the Sponsoring Institution must notify the Accreditation Council for Graduate Medical Education (ACGME), and the National Residency Match Program (NRMP). The Sponsoring Institution must inform these entities of the method in which the

institution will assist the residents in securing a position in another accredited program. Failure to notify these entities will be viewed as an egregious violation.

**PROCEDURE:**

- A. If the institution intends to reduce the size of a residency program or close a residency program, or if the University Board of Trustees determines that the institution will close, the DIO will inform the GMEC and trainees as soon as time permits and no longer than two days after the DIO is notified of the closure or reduction decision.
- B. Every effort will be made to permit trainees to finish their program with NSU during a “train out” process. Only when absolutely necessary will residents already in NSU programs be transferred to programs at other institutions to complete their training.
- C. Administrative assistance will be provided to assist residents in finding a new position for a minimum of ninety (90) days from trainee notification of program closure or reduction.
- D. Monetary relocation assistance, up to \$1000 per resident based on submitted expense receipts, will be provided to assist residents who are unable to relocate to a new position within 100 miles of the closing program site.

*Initial Approval by GMEC on July 7, 2017*

*Second Approval by GMEC on June 26, 2018*

*Reviewed and Approved by GMEC on April 8, 2021*