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| <b>Policy #:</b> 018.002                                 |
| <b>Policy Title:</b> GME Closures and Reductions         |
| <b>Sponsor:</b> David Brown, MD; DIO                     |
| <b>Approved by:</b> Graduate Medical Education Committee |

**Purpose**

Florida International University (FIU) has adopted the following policy to address program and/or institutional closures and reductions.

This policy addresses Accreditation Council of Graduate Medical Education’s (ACGME) Institutional Requirement *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 trainees/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, 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.*

**Definitions**

**Closure:** A trainee program that is no longer accepting, training or graduating trainees.

**Reduction:** A decrease in the number of trainees who are accepted into a program or a decrease in the total number of trainees in the program.

**Background**

It is a primary goal of Florida international University to avoid the reduction in the size of or the closure of the Accreditation Council for Graduate Medical Education (ACGME) accredited program. However, on occasion, decreases in funding, training, faculty issues or related circumstances require closures and/or reductions in the size of a program that is in good standing with the ACGME.

**Policy**

The Sponsoring Institution will inform the ACGME, GMEC, the DIO, and the faculty and trainees as soon as possible when it intends to reduce the size of or close ACGME-accredited programs, or if the Sponsoring Institution intends to close. The Sponsoring Institution will allow trainees already in the program to complete their education or assist the trainees in enrolling in another ACGME-accredited program(s) in which they can continue their education.

The residency program is responsible for notifying each trainee in the program in the event of a reduction or closure in the program or institution. The Sponsoring Institution will provide payment of stipend and benefits up until the conclusion of the term of the existing trainee agreement of appointment/contract.

**Procedure**

**Notification of the ACGME and outside entities**

1. The DIO will notify the ACGME of any changes to the institution's programs.
2. The institution will provide for proper care, custody, and disposition of residency education records, and appropriate notification to licensure and Specialty Boards.

**Notification of GMEC**

1. The GMEC will be notified immediately if the Sponsoring Institution decides that a program needs to be reduced in size, a program will be closed, or if the institution will no longer train trainees.

**Notification of Trainees and Faculty**

1. Programs will notify trainees and faculty about any changes in trainee complement or closures as soon as possible. Programs will make every effort to allow trainees already in the program to complete their education.
2. Each program must make every effort to assist trainees, displaced by closure of the program or by reduction in the number of trainees, in identifying a program in which they can continue their education.

**Related Policies**

N/A

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| <b>Author</b>        | Maryam Shakir         | 11/25/2019 |
| <b>Revised</b>       |                       | 08/24/2024 |
| <b>DIO Review</b>    | David Brown, MD       | 08/26/2024 |
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