



Hospital-wide Policy	Title: Residency Program Closure or Position Reduction
Issuing Department: Educational Office	Effective Date: September, 2019
IMPORTANT NOTICE: The official version of this policy is contained in the Policy and Procedure Manager (PPM) and may have been revised since the document was printed.	

INTRODUCTION:

It is the policy of Tufts Medical Center to comply with all requirements of the Accreditation Council for Graduate Medical Education (“ACGME”) in closing residency programs or reducing the number of House Officers in any Graduate Medical Education (“GME”) program.

These procedures are applicable to all House Officers enrolled in any of the Hospital’s GME programs. The term “House Officers” shall include physicians, or other graduates of a doctoral program who are enrolled in a Hospital-sponsored training program as interns, residents or fellows (hereinafter “Trainees”).

It is the Hospital’s policy to facilitate the continuation of the educational needs of its Trainees in the event any GME program is closed or positions reduced for any reason. The Hospital and the Program will utilize their best efforts to provide the opportunity for Trainees to complete his or her graduate medical education requirements for specialty or subspecialty board eligibility.

POSITION REDUCTION:

In the event that the Hospital reduces positions in any GME program, the Hospital shall reduce, whenever feasible, the number of first post-graduate year (“PGY”) positions offered. The program must adhere to the guidelines set forth in the ACGME Program Requirements when reducing positions, either permanently or temporarily (as per the ACGME and NRMP guidelines).

If any reductions must be made of positions currently filled, the reductions will begin at the PGY1 level and progress sequentially. The Hospital and the Program will utilize their best efforts to facilitate a transfer of any appointed Trainee to another accredited program in the Boston area or the New England region whenever possible.

PROGRAM CLOSURE:

If circumstances allow, the Hospital shall phase-in closure of any GME program such that no new appointments shall be made while current Trainees complete their training toward specialty or subspecialty board eligibility. If the Hospital is unable to phase-in program closure, the Hospital and the Program will utilize their best efforts to facilitate a transfer of any appointed Trainee to another accredited program in the Boston area or Tufts region whenever possible. The program must adhere to the guidelines set forth in the ACGME Policies and Procedures, Section 21.00, https://www.acgme.org/Portals/0/PDFs/ab_ACGMEPoliciesProcedures.pdf, when closing a program, either permanently or temporarily (as per the ACGME and NRMP, <http://www.nrmp.org/program-inst-match-participation-agreement/>, guidelines).

PROGRAM DIRECTOR RESPONSIBILITIES:

It is the responsibility of the Program Director to notify the GME Committee in anticipation of any position reduction or program closure. The GME Office and the GME Committee will assist the Program Director in complying with this Policy.