Documents Status: **APPROVED**

IDENT	GME1
Type of Document	Policy
Applicability Type	Department-Level
Title of Owner	Dir GME
Title of Approving Official	Dir GME
Date Effective	10/15/2026
Date of Next Review	10/15/2029

TITLE: Graduate Medical Education Committee (GMEC)

POLICY STATEMENT: GMEC is responsible for oversight and governance of all ACGME (Accreditation Council for Graduate Medical Education) and CODA (Commission on Dental Accreditation) accredited programs at UVM Medical Center. The GMEC monitors all aspects of residencies/fellowships to ensure substantial compliance with the institutional, common program and specialty/subspecialty requirements of the ACGME and CODA. Each year, the GMEC is responsible for selecting GMEC voting committee membership.

PROCEDURE:

- Voting committee members include
  - Committee chairperson - GME Designated Institutional Official (DIO);
  - At least 2 GME Program Directors from ACGME-accredited programs;
  - A minimum of 2 peer-selected residents/fellows from ACGME-accredited programs;
  - A Quality Improvement or Patient Safety officer or designee;
  - Two peer-selected GME Program Administrators; and
  - GME Director
- A Quorum is defined as two-thirds of the voting membership, which must include at least one resident/fellow member.
- GMEC normally meets monthly but must meet at a minimum once a quarter. The GME office is responsible for keeping the meeting minutes that document the execution of all required GMEC functions and responsibilities. When necessary, electronic voting may be utilized.
- GMEC subcommittees may be formed as needed.
  - Subcommittees that address required GMEC responsibilities must include a peer-selected resident/fellow.
  - Subcommittee actions that address required GMEC responsibilities must be reviewed and approved by the GMEC.
- The GMEC will annually review rules and responsibilities as delineated by ACGME institutional requirements.

DEFINITIONS: None

REFERENCES: Accreditation Council for Graduate Medical Education, Institutional Requirements

REVIEWERS: Dir GME

OWNER: Dir GME

APPROVING OFFICIAL: GMEC, DIO

DISCLAIMER: Only the online policy is considered official. Please compare with on-line document for accuracy.