TITLE: Designated Institutional Official

SUBJECT: Designated Institutional Official (DIO) Designee

POLICY STATEMENT: The GMEC must appoint a designee when the DIO is absent.

PROCEDURE:
GMEC must establish and implement procedures to ensure that in the absence of the DIO a designee is identified who can review and cosign program information forms and any documents or correspondence submitted to ACGME by program directors.

DEFINITIONS: None

REFERENCES: Accreditation Council for Graduate Medical Education, Institutional Requirements

REVIEWERS: Karen Miller, Dir GME

OWNER: Karen Miller, Dir GME

APPROVING OFFICIAL: Mark Levine MD, GMEC