TITLE: Extraordinary Circumstances - Disaster or Interruption of Patient Care

SUBJECT: Extraordinary Circumstances - Disaster or Interruption of Patient Care

POLICY STATEMENT: This policy addresses support for GME residents/fellows in the event of an “Extraordinary Circumstance” that significantly alters the ability of the UVM Medical Center and its programs to support resident/fellow education. Examples of extraordinary circumstances include abrupt hospital closures, natural disasters, or a catastrophic loss of funding.

PROCEDURE:

1. As quickly as possible and in order to maximize the likelihood that residents/fellows can complete their GME training as scheduled, the DIO and GMEC will determine if transfer to another ACGME accredited program is necessary.

2. Once the DIO and GMEC determine that the sponsoring institution can no longer provide an adequate educational experience for its residents/fellows, the sponsoring institution will, to the best of its ability, arrange for the temporary transfer of the residents/fellows to other ACGME accredited programs until such time as the UVM Medical Center is able to resume providing the training experience. As resources are available, academic counseling, financial assistance and secretarial services will be provided to the impacted residents/fellows during the transfer to other programs.
   a. Residents/Fellows who transfer to other programs as a result of an extraordinary circumstance will be provided an estimated time for the relocation. Should that initial time estimate require extension, residents/fellows will be notified by their program director either by letter or email the estimated time of the extension.

3. If the extraordinary circumstance prevents the sponsoring institution from re-establishing an adequate educational experience within a reasonable amount of time, permanent transfers will be arranged.

4. The DIO is the primary institutional contact with the ACGME and the Institutional Review Committee Executive Directors regarding extraordinary circumstances.

5. In the event of a disaster affecting other ACGME accredited sponsoring institutions; the program directors at UVM Medical Center will work collaboratively with the DIO and GMEC to accept transfer residents from other institutions. This includes the process for GMEC approval and requests for complement increases with ACGME if needed. Programs currently under a proposed or adverse accreditation decision by the ACGME are not eligible to participate in accepting transfer residents.

6. Programs are responsible for establishing procedures to protect the academic and personnel files of all residents/fellows from loss or destruction. This should include a plan for storage of either paper or digital data files in a separate geographic location away from the sponsoring institution.

DEFINITIONS: Extraordinary Circumstance: circumstances that significantly alter the ability of a sponsor and its programs to support resident education. Examples of extraordinary circumstances include abrupt hospital closures, natural disasters, or a catastrophic loss of funding.

REFERENCES: Accreditation Council for Graduate Medical Education, Institutional Requirements

reviewers: Karen Miller, Dir GME

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