



## FOR CLOSING OR REDUCING PROGRAMS

The decision to close or permanently reduce the trainee complement of a program may be in response to various influences and stressors. These include, but are not limited to: disasters, loss of funding, loss of patient care opportunities, voluntary or involuntary loss of accreditation, or lack of matriculating trainees over multiple years. In all cases, the GMEC retains responsibility for the oversight of all processes related to reduction and closure of individual programs, major participating sites, and the Sponsoring Institution. Regardless of the impetus for reduction or closure, the priority will be to preserve quality training for existing residents / fellows and, when necessary, assist displaced residents / fellows in transitioning to other ACGME-accredited programs.

The process for consideration of reducing or closing a program should include:

1. Preliminary review by the DIO
2. The Office of the DIO will engage relevant stakeholders including the Program Director, Core Residency Program Director (if a fellowship), Department Chair, Hawai'i Residency Programs, and leadership from participating sites and health systems.
3. Consideration will be given to strategies to preserve quality, accredited training including alternate sites, funding sources, or ACGME emergency protocols as applicable
4. If the degree of urgency permits, the proposal for reduction or closure will be discussed at GMEAC and the HRP Board prior to presentation at GMEC
5. The Program Director and/or DIO will present the proposal for reduction or closure to GMEC to include
  - a. Factors or events precipitating reduction / closure
  - b. Analysis of impact to other programs and participating sites
  - c. Alternatives to reduction / closure, including budget if applicable
  - d. Timeline
  - e. Options for displaced trainees and faculty, if applicable
6. GMEC has the responsibility to discuss and give final approval for any reduction in complement or closure

*Related policy: Emergency Disaster Plan & Procedures for Residents / Fellows*