



## Stony Brook Medicine Graduate Medical Education

<b>Subject:</b> GME0016 Graduate Medical Education Committee Responsibilities	<b>Published Date:</b> 06/01/2018
Graduate Medical Education	<b>Next Review Date:</b> 06/01/2021
<b>Scope:</b> SBM Stony Brook Campus	<b>Original Creation Date:</b> 11/21/2003

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### **Responsible Department/Division/Committee:**

Graduate Medical Education Committee

### **Policy:**

The Graduate Medical Education Committee (GMEC) serves to, in conjunction with the Designated Institutional Official (DIO), oversee and ensure compliance with all ACGME and other accreditation and governmental rules for residency education and work environment.

### **Definitions:**

None

### **Procedures:**

The GMEC serves to provide

- Oversight of:
  - The accreditation status of the Sponsoring Institution Stony Brook Medicine (SBM) and each of its training programs
    - Oversight of Stony Brook Medicine shall occur through an Annual Institutional Review
  - The quality of the learning and working environment within SBM, each program, and each participating site
  - The quality of educational experiences in each training program that lead to measurable achievement of educational outcomes
  - The training programs' annual evaluation and improvement activities

- All processes related to reductions and closures of individual training programs, major participating sites, and the Sponsoring Institution
- Underperforming programs through the Special Review Process
- Review and approval of:
  - Institutional GME policies and procedures
  - Annual recommendations to the administration regarding resident/fellow stipends and benefits
  - Applications for accreditation of new programs
  - Requests for permanent changes in resident/fellow complement
  - Major changes in each of its programs' structure or duration of education
  - Additions and deletions of programs' participating sites
  - Appointments of new program directors
  - Progress reports requested by a Review Committee
  - Responses to Clinical Learning Environmental Review (CLER) reports
  - Requests for duty hour exceptions
  - Voluntary withdrawal of program accreditation
  - Requests for appeal of an adverse action by an accrediting agency or Review Committee
  - Appeal presentations to an accrediting agency appeals panel

The GMEC reports to the medical board and the governing body(ies) annually of the major participating sites in which the GME programs sponsored by Stony Brook Medicine are conducted.

The GMEC voting membership shall consist of

- the DIO,
- program directors of the following Stony Brook University Hospital programs (term unlimited):
  - Anesthesia
  - Emergency Medicine
  - Internal Medicine
  - Obstetrics/Gynecology
  - Pediatrics
  - Surgery
- 4 program directors from any program as chosen by all program directors (term of 3 years)
- 1 program director representing the following training programs: Radiology, Pathology, Musculoskeletal Radiology, Hematology-Pathology, Selective Pathology as chosen by all program directors in those programs (term of 3 years)

- 1 fellowship director as chosen by all fellowship program directors (term of 3 years)
- 1 program director from EACH of the affiliated hospitals with their own SBM-sponsored programs as voted by the program directors at that hospital (term of 3 years)
- The site DIO from each affiliated hospital with their own SBM-representative programs (term unlimited)
- 2 resident members (6 total, 2 of whom may vote) as chosen by the residents (term of 1 year)
- 1 program coordinator as chosen by the program coordinators (term 3 years)
- 1 quality officer appointed by the DIO (term of 3 years)
- Voting members must appoint an alternate who may vote if needed
- Attendance must be 70% in order to qualify for and maintain voting rights
  - For core PDs (no term limit): failure to make 70% attendance over 6 months leads to probation; probation terms are must attend 100% (or designee) for 6 months to maintain position as voting member.
    - If probation not met then position put to vote by peers
  - For term-limited members, must maintain 70% attendance or lose position as voting member; would be replaced after new vote
- In the event the DIO is absent, the DIO may designate an alternate chair.
- The voting committee meets monthly or at the call of the chair.
- Written minutes are maintained and distributed to the GMEC membership.

**Forms: (Ctrl-Click form name to view)**

None

**Policy Cross Reference: (Ctrl-Click policy name to view)**

None

**Relevant Standards/Codes/Rules/Regulations/Statutes:**

None

**References and Resources:**

None