



## Stony Brook Medicine Graduate Medical Education

<b>Subject:</b> GME0016 Graduate Medical Education Committee Responsibilities	<b>Published Date:</b> 06/23/2021
Graduate Medical Education	<b>Next Review Date:</b> 06/23/2024
<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 and recognition statuses of the Sponsoring Institution Stony Brook Medicine (SBM) and each of its training programs.
  - 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(s), Self-Study(ies) 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.
- Verification that summary information of patient safety reports to residents, fellows, faculty members, and other clinical staff members is being provided.
- Review and approval of:
  - Institutional GME policies and procedures.
  - GMEC subcommittee actions that address required GMEC responsibilities.
  - 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, including any change in the designation of the program's primary clinical site.
  - 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 exceptions to clinical and educational work hour requirements.
- Voluntary withdrawal of program accreditation or recognition.
- Requests for appeal of an adverse action by an accrediting agency or Review Committee.
- Appeal presentations to an accrediting agency appeals panel.
- Consideration of exceptionally qualified candidates for resident/fellow appointments who do not satisfy the Sponsoring Institution's resident/fellow eligibility policy and/or resident/fellow eligibility requirements in the ACGME Common Program Requirements.

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 demonstrates effective oversight of Stony Brook Medicine programs through an Annual Institutional Review (AIR).

Institutional performance indicators for the AIR are:

- Most recent ACGME institutional letter of notification.
- Results of the ACGME survey of residents/fellow and core faculty members.
- Each of its programs ACGME accreditation information, including accreditation and recognition statuses and citations.

The GMEC demonstrates effective oversight of Stony Brook Medicine underperforming programs through a Special Review process, detailed in the [GME0043 Program Improvement Review](#) policy.

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
- 8 program directors from any program as chosen by all program directors (term of 3 years) at minimum:
    - 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 program director (term of 3 years)
    - 1 program director from Stony Brook Southampton Hospital (term of 3 years)
  - The site DIO from Stony Brook Southampton Hospital (term unlimited).
  - 2 resident members (6 total, 2 of whom may vote) as chosen by the residents (term of 1 year). No more than 1 per program.
  - 1 program coordinator as chosen by the program coordinators (term 3 years).
  - 1 quality improvement or patient safety officer appointed by the DIO (term unlimited).
  - 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