



Stony Brook Medicine Graduate Medical Education

Subject: GME0016 Graduate Medical Education Committee Responsibilities	Published Date: 07/22/2026
Graduate Medical Education	Next Review Date: 07/22/2029
Scope: SBM Eastern Long Island Campus, SBM Stony Brook Campus	Original Creation Date: 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/fellowship 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.
- Programs implementation of institutional policies for vacation and leave of absence including medical, parental, and caregiver leaves of absence, at least annually.
- 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 Special 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
 - Psychiatry
 - Surgery
- 8 program directors from any program as chosen by all program directors (term of 3 years) at minimum:
 - At least 1 program director from the following training programs: Radiology, Pathology, or Neurology as chosen by all program directors (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/fellows (term of 1 year and may only serve once). No more than 1 per program. The resident/fellow representatives must be in good standing and have the support of their program director for this role.
- 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 may appoint an alternate to vote on their behalf if needed.
- In the event of a tie vote, the DIO will determine approval.
- A quorum of 11 voting members is required to present voting items.

- 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.
- 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)

[GME0043 Special Review Policy](#)

Relevant Standards/Codes/Rules/Regulations/Statutes:

None

References and Resources:

None