

**CENTRAL IOWA HEALTH SYSTEM
GRADUATE MEDICAL EDUCATION COMMITTEE**

**POLICY ON SUBSTANTIAL DISRUPTIONS IN PATIENT CARE OR EDUCATION:
DISASTERS/LOCAL DISRUPTIONS**

I. Purpose:

This policy is intended to protect the educational experiences of residents enrolled in CIHS residency programs and provide continuity in training, resident support, and patient care. This policy establishes guidelines for communication with and assignment/allocation of residents in the event of a disaster. Furthermore, this policy describes the process to ensure continued resident support, e.g. salaries, health care insurance, professional liability insurance, and resident assignments.

A disaster is defined as an event or set of events causing significant alteration to the residency experience or interruption in patient care at one or more of the Central Iowa Health System (CIHS) residency programs or any of its participating institutions. This may be a result of weather events, flooding, pandemic, or civil disturbance, among other potential causes. Local disruptions may be due to any number of events on a smaller scale but can be characterized by the resulting disruption in patient care and resident education.

II. Procedures:

Following declaration of a disaster or events that lead to substantial disruption in patient care or resident training, the Director of Medical Education/Designated Institutional Official will coordinate with the executive leadership of the sponsoring institution, the GMEC, and the program directors of affected programs. Program director(s) of affected programs will, in coordination with the DIO, initially assess the situation and determine whether residents are unsafe or at risk. Residents will immediately be removed from any environment or situation in which they are at immediate and significant risk of harm. The program director(s) will redesign/restructure resident educational experiences as quickly as possible. If an adequate educational experience cannot be provided for each resident due to the disaster/local disruption the program director(s) and Director of Medical Education/Designated Institutional Officer will identify potential alternative training opportunities and assist residents in making arrangements to continue their education on a temporary or permanent basis in other programs/institutions. The GMEC will be convened on an ad hoc basis to review and approve any changes in the curriculum, training sites, or resident schedules. The DME/DIO will inform and coordinate with the Executive Director of the IRC of the ACGME and the program director(s) will inform the Executive Director of the Review Committee of the affected residency program(s) at ACGME.

The Graduate Medical Education Committee and Director of Medical Education/Designated Institutional Official will make its best efforts to ensure that transfer decisions are made expeditiously to minimize interruptions in residency training. Each transferred resident will be informed of the likely duration of his or her temporary transfer.

Residents receive payroll disbursements through direct deposit into the institution/account of their choice. The residents will continue to receive payroll disbursements during any

disruptions in patient care or training, even if the resident is temporarily relieved of any clinical assignments during reassignment to another institution or training site, until and unless the resident transfers to another sponsoring institution to continue his or her training. Similarly, residents will continue to retain benefits, including health insurance, dental insurance, and professional liability insurance, in the event of any disruptions in patient care and training, without interruption, until and unless the resident transfers to another sponsoring institution to continue his or her training. Residents will continue to have access to the HR platform on the intranet and will receive communications through the assigned UP e-mail address.

Residents will be provided the direct contact information, including cell phone and e-mail address, of the DME/DIO, Director of Medical Education Administration (DMEA), Program Director and Program Coordinator.

Programs will be responsible for establishing procedures to protect the academic and personnel files of all residents from loss or destruction by disaster. Programs will comply with all ACGME requirements regarding resident transfers, and will inform affected residents of any impact on duration of training and eligibility to sit for the specialty certification boards that may result from any disruption in patient care or training.