CENTRAL IOWA HEALTH SYSTEM
GRADUATE MEDICAL EDUCATION COMMITTEE

POLICY ON DISCLOSURE OF RESIDENCY PROGRAM ACCREDITATION STATUS, ADVERSE ACTION, CLOSURE/REDUCTION, OR OTHER MAJOR CHANGES

I. Purpose

This policy establishes guidelines to notify residents and applicants concerning changes in accreditation status, adverse actions by residency review committees, closure or reduction in the size of a residency program, or other major changes.

II. Procedures

A. Residents and applicants of the affected residency program shall receive a written notice of any change in the accreditation status of the residency program or adverse action taken against the residency program by the Accreditation Council for Graduate Medical Education or residency review committee (RRC).

B. Applicants to the affected residency program will be provided with written notice concerning any change in the accreditation status or adverse action to the residency program prior to their interview with the program.

C. Copies of the written notice to the residents and applicants regarding adverse action by the RRC will be kept on file by the program director and a copy sent to the executive director of the residency review committee within 50 days of receipt of the notice of adverse action.

D. When reduction of residents in good standing prior to completion of training cannot be avoided or closure of a residency program must occur, the Designated Institutional Official, Graduate Medical Education Committee and residents will be notified in writing as soon as possible. If possible, residents will be permitted to complete their education. If not, the program director and the Director of Medical Education will assist the residents in enrolling in ACGME accredited programs in which they can continue their education.

E. When a reduction in residents occurs, the remaining residents will not be given inappropriate increases in duty hours, on-call time, and non-educational patient service obligations. Significant changes in duty hour schedules and service responsibilities will be implemented only after adequate communication has occurred with residents affected by the changes.

F. The Graduate Medical Education Committee will monitor resident patient service obligations, duty hours, and on-call schedules to determine the impact the residency program reduction has on the quality of education.

G. When a major change occurs in a residency program, such as the departure of the program director, the residents will be notified in writing.

Reviewed and Approved by the Graduate Medical Education Committee on April 8, 2008, April 12, 2016; April 13, 2021, April 12, 2022; August 12, 2025