

Policy on Program Closure or Reduction in Complement

Effective 11/09/2001

Reaffirmed by GMEC 12/13/2024

Previous 04/11/2014; 07/08/2016; 12/13/2019; 04/14/2023

If a program is considering a reduction in complement or closure, the Program Director (PD) must inform the Designated Institutional Official (DIO) as soon as possible. Then, the Graduate Medical Education Committee (GMEC) must review and approve the decision before any change in complement is made. After GMEC approval, the PD will submit a program reduction or closure request to the ACGME. All trainees in that program will be notified as soon as possible if McGaw approves a reduction in complement or closure. If a program reduces its complement or closes, all current trainees will be permitted to complete as much of their training at McGaw as is feasible. There may be situations in which a program must close immediately and there is no option for a trainee to complete the current training year at McGaw. If a current trainee must transfer to another program because of a complement reduction or program closure, the PD will assist the trainee with that transfer to the extent feasible. McGaw will not be responsible for financial support of transferred trainees.

This policy does not apply to trainees who electively transfer to another program before program completion without institutional, hospital, or program challenges or restrictions. If a trainee electively transfers to another program, McGaw's appointment, salary, and benefits will end on the last day of their training at McGaw.