



GME TRAINING PROGRAM REDUCTION & CLOSURE POLICY

Introduction:

The UCLA Graduate Medical Education (GME) Office has a responsibility to ensure the quality of its GME training programs. On occasion, business, training, or related circumstances require closures and/or reductions in the size of a particular program that is in good standing with the ACGME.

ACGME Requirements:

- The Sponsoring Institution must inform the GMEC, DIO, and affected residents/fellows as soon as possible when it intends to reduce the size of or close one or more ACGME-accredited programs, or when the Sponsoring Institution intends to close.
- The Sponsoring Institution must allow residents/fellows already in an affected ACGME-accredited program(s) to complete their education at the Sponsoring Institution or assist them in enrolling in (an)other ACGME-accredited program(s) in which they can continue their education.

Purpose:

This policy establishes guidelines for program reduction or closure and guidelines designed to ensure successful completion of training for affected residents/fellows, and ensure maintenance of and exemplary educational experience, in compliance with ACGME standards

Policy:

1. The DGSOM, in conjunction with Department Chairs, Program Directors and participating institutions, will make appropriate efforts to avoid program closure and avoid the reduction in size of ACGME accredited programs
2. The Vice Dean for Education and the DIO will follow all applicable ACGME guidelines regarding program reduction or closure.
3. All program directors must report to the DIO and the GMEC any proposed plans for a reduction in ACGME complement or the proposed closure of a training program. Such proposed changes will be discussed with the GMEC regarding the educational impact on that program as well as other associated programs. The GMEC will weigh the potential benefits of a change in program size against potential liabilities and may request justification and information on the projected impact of the proposed change.



4. Reduction in the size of existing classes may not be made without the approval of the Vice Dean for Education and the DIO.
5. Any reduction in the number of trainees will be designed to maintain a high standard of educational experience which complies with ACGME standards.
6. Should a residency or fellowship program reduce the complement of residents for any reason, the hospital shall make a good faith effort to accomplish the reduction by accepting fewer house officers into the entry level of the program.
7. Trainees will be notified as soon as possible regarding any decision to either reduce the size of a training program or to close a program.
8. Any reduction or closure shall include provision for existing trainees to successfully complete their training or a plan by which UCLA will assist the trainees in enrolling in another ACGME accredited program in which they can continue their education in the same specialty at the appropriate PGY level.
9. The program director will inform applicants to the program of the reduced number of positions that will be available in the upcoming year.

CONTACT

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REVISION HISTORY

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APPROVED:

GMEC 02/24/2025

APPROVAL:

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