

**Policy on Administrative Support for GME Programs in the Event of Disaster or
Interruption in Patient Care
Graduate Medical Education Committee
Children's National Medical Center**

I. Purpose

- A. As the institutional sponsor of graduate medical education programs, Children's National Medical Center will ensure assistance in reconstituting and/or restructuring residents' educational experiences as quickly as possible in the event of a disaster that causes interruption in patient care.

II. Definitions:

- A. The term "resident" refers to all graduate medical trainees, including interns, residents, and fellows.
- B. The term "disaster" refers to an event causing significant disruption of the residency experience that has been declared a disaster by the Accreditation Council for Graduate Medical Education (ACGME).

III. Procedure:

- A. As soon as possible, but no later than five days of declaring such a disaster, the DIO will convene a meeting with the CNMC Chief Academic Officer and Chief Medical Officer with all ACGME program directors to determine whether or not each program can provide adequate educational experience to its trainees.
 - 1. In the event that any of the above individuals are unable to participate in the meeting, designees determined by the senior ranking physician official at CNMC may serve as substitutes.
 - 2. The DIO will notify ACGME of the current situation and maintain contact throughout any corrective process.
- B. For any programs unable to provide adequate training, alternative training arrangements will be sought expeditiously, using all available measures as follows.
 - 1. CNMC will expedite transfer of residents to other programs able to provide such training, on either a temporary or permanent arrangement.
 - 2. If more than one transfer option exists for an individual trainee, that trainee's preferences will be considered in any decision.
 - 3. ACGME will be consulted in all such transfer arrangements.
 - 4. The overall goal will be for all trainees to finish their training on schedule while receiving high quality education services.

- C. In general, free and open communication among all parties will be encouraged.
 - 1. The DIO will serve as the central resource to facilitate communication between internal CNMC personnel and the ACGME and other training programs.
 - 2. Program directors and trainees may contact the appropriate Residency Review Committee Executive Director for further information.
 - 3. Direct contact between affected trainees and other programs is permitted, but all are encouraged to use centralized resources (DIO, ACGME, RRC) before considering any transfer offers.

IV. Disasters Affecting Non-CNMC Programs

- A. CNMC's GME officials will endeavor to assist any other programs affected by disaster, including acceptance of residents in transfer if appropriate.
- B. CNMC program directors contacted by other programs or trainees requesting transfer will inform the DIO within one day.
- C. CNMC's DIO will work with ACGME officials to determine appropriateness of any transfers to CNMC's programs.
- D. All such arrangements require final approval by the CNMC Graduate Medical Education Committee, meeting on an emergency basis if necessary in order for transfers to occur expeditiously.

Approved by CNMC GMEC: July 16, 2008

Bernhard L. Wiedermann, MD

Bernhard L. Wiedermann, M.D.
Chair, GMEC