

Title: GME Special Reviews	*Applicable to: Beaumont Health	Effective Date: 03/26/2018
Policy Owner: Graduate Medical Education Committee	Document Type: Policy	Last Periodic Review Date: 03/26/2018 Functional Area: GMEC Oversight

***For This Document, Beaumont Health Includes:**

Beaumont Corporate Shared Services
 Beaumont Hospital, Dearborn
 Beaumont Hospital, Farmington Hills
 Beaumont Hospital, Grosse Pointe
 Beaumont Hospital, Royal Oak
 Beaumont Hospital, Taylor
 Beaumont Hospital, Trenton
 Beaumont Hospital, Troy
 Beaumont Hospital, Wayne
 Beaumont Medical Group

I. PURPOSE

The purpose of this policy is to outline the Graduate Medical Education Committee’s (GMEC) responsibility for effective oversight of all graduate medical education (GME) programs in accordance with the Accreditation Council for Graduate Medical Education (ACGME) Institutional Requirements.

II. POLICY

A. The Beaumont Health Graduate Medical Education Committee (GMEC) is responsible for effective oversight of all graduate medical education programs, including underperforming programs, in accordance with the Accreditation Council for Graduate Medical Education (ACGME) Institutional Requirements.

B. Criteria for Special Reviews: The following criteria have been established by the GMEC as evidence that a program is underperforming and requires a Special Review:

1. Significant Citations or Areas for Improvement identified by the Residency Review Committee (RRC) through its annual review.
2. Accreditation status less than “Initial Accreditation” for new programs or “Continued Accreditation” for established programs awarded by the RRC.
3. Significant or recurring deficiencies identified by the GMEC’s Annual Program Evaluation review or oversight activities.
4. Recurring deficiencies identified through GMEC oversight.
5. Failure to submit an Annual Program Evaluation and Improvement Plan as required.
6. Failure to submit adequate and timely follow up as required by GMEC.
7. Initiated by the Designated Institutional Official (DIO) related to program or trainee performance deficiencies.

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III. SPECIAL REVIEW PROCESS

- A. A Special Review may be comprehensive or limited to more specific areas as needed.
- B. An Ad Hoc Special Review Team will be appointed by the DIO or his/her designee, and be chaired by the DIO, or designee (may be an unrelated program director). The Team includes at least one additional program director and a resident. It is expected to conduct its Special Review and submit its report within two months of appointment.
- C. The Annual Program Evaluation and Improvement Plan, as well as minutes from the GME Council and GMEC meetings will be provided to the Team. Additional data related to the identified underperforming criteria (e.g., survey results, ACGME Accreditation Data System (ADS) data submitted, program files) will be assembled at the request of the Ad Hoc Special Review Team. The Team may also request to meet with residents/fellows, and/or hospital leadership as part of its review and deliberations.
- D. The Team presents the Special Review Report to the Regional GME Council. The Report describes findings, recommends improvement goals/corrective actions and establishes the process and timeline for monitoring outcomes. The Regional GME Council makes recommendations to the GMEC for approval.
- E. The Regional GME Council is responsible for monitoring and making quarterly reports on Improvement Plans, including corrective actions, to the GMEC.

IV. REFERENCES

Accreditation Council for Graduate Medical Education (ACGME) Institutional Requirements, Section I.B.6

Approved by the Beaumont Health Graduate Medical Education Committee (GMEC),
June 20, 2017

CORPORATE AUTHORITY:

Beaumont Health (“BH”) as the corporate parent to William Beaumont Hospital, Botsford General Hospital, and Oakwood Healthcare Inc., (“Subsidiary Hospitals”) establishes the standards for all policies related to the clinical, administrative and financial operations of the Subsidiary Hospitals. The Subsidiary Hospitals, which hold all health facility and agency licenses according to Michigan law, are the covered entities and the providers of health care services under the corporate direction of BH. The Subsidiary Hospitals’ workforces are collectively designated as BH workforce throughout BH policies.