

LOYOLA MEDICINE
RESIDENT HANDBOOK
III. POLICIES AND PROCEDURES

**III.S. Continuation of Graduate Medical Education Program in
the Event of a Major Disaster Resulting in Temporary Closure
of Clerical Units or Services Policy**

III.S.1. Introduction and Purpose:

Loyola University Medical Center (LUMC), Loyola Medicine-MacNeal Hospital (MNH) Graduate Medical Education policies apply to all ACGME accredited residency programs at LUMC and MNH. The sponsoring hospital's Graduate Medical Education Committee (GMEC) exercises oversight of all residency programs under its sponsorship.

ACGME Institutional Requirements:*

IV.M. Disasters: The Sponsoring Institution must maintain a policy consistent with ACGME Policies and Procedures that addresses administrative support for each of its ACGME-accredited programs and residents/fellows in the event of a disaster or interruption in patient care. IV.M.1. This policy should include information about assistance for continuation of salary, benefits, and resident/fellow assignments. (Core)

To address administrative support for GME programs and residents in the event of a disaster or extended interruption in patient care.

* As a result of the chaotic situation for residents and GME programs in the New Orleans area following hurricane Katrina in 2005, requirements for this policy were developed and implemented to facilitate the continuation of training.

III.S.2. Policy:

LUMC and/or MNH will make every effort to maintain continuity of administrative and operational support for its Graduate Medical Education programs and residents in the event of a major disaster that results in the temporary closure of clinical units or services.

III.S.3. Procedure:

1. The Designated Institutional Official and/or Chair of GMEC will convene an emergency meeting of the Graduate Medical Education Committee at the earliest practical time following onset of the disaster.
2. The Graduate Medical Education Committee will determine the major effects of the disaster on each of the Graduate Medical Education programs
3. Based on the assessment at the GMEC meeting, each Program Director will develop a

plan for continuation of the program or for temporary closure of the program and reassignment of residents to other teaching hospitals.

4. The Designated Institutional Official and Program Directors will communicate both the assessment and plans to the ACGME/RCs as soon as practicable.
5. If a decision is made to close temporarily, the program, the Program Directors and the Designated Institutional Official will negotiate temporary placement of residents with other teaching programs.
 - a. Temporary placements of less than one year will be facilitated through an Affiliation Agreement and Program Letter of Agreement with the other teaching hospital(s) and program(s). These agreements will address resident salaries and benefits as well as teaching cost incurred by the other program.
 - b. In the event a program is closed for more than one (1) year, the hospital will negotiate a transfer of residents to another program to allow for completion of accredited training with the approval of the appropriate ACGME Review Committee and the Centers of Medicare and Medicaid Services.
 - c. Residents will continue to be employed and receive salary and benefits as eligible during temporary closures. Residents completing their program during a temporary closure will receive their graduation certificate from their original Sponsoring Institution. Placement of residents will take into consideration both the educational and logistical needs of the residents.
 - d. Every attempt will be made to re-open the Graduate Medical Education programs at the earliest practical date. Once the programs are re-opened, residents temporarily located in another teaching program will be reinstated at the hospital as soon as practical.
 - e. In the event that a program is not able to re-open within a two-year period, the GMEC will make a decision about voluntary withdrawal of the program in cooperation with the hospital administration and the ACGME. Closure of the program will comply with the Graduate Medical Education policy, III.E. Program Closures and Reductions.

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