

Policy of the Graduate Medical Education Committee
Section: Resident Support/Conditions for Appointment
Subject: Extension of Training Program
Number: 2.120
Date Developed: 12/2011
Last Review/Revision: 5/2014
ACGME Requirement: Institutional IV.G.2..

Policy:

The Finance Subcommittee of the GME Committee will review any need for a resident or fellow to extend the training time beyond the number of training months/years stipulated by the program's ACGME Letter of Notification.

The subcommittee will also review all circumstances requiring the extension of any training year across fiscal years. The training year and fiscal year is from July 1 to June 30.

A year of training comprises 356 days and includes the yearly allotment of sick and vacation time.

Additional funding may not be available for extension of the training period.

Procedure:

When a program director is made aware of the need to extend an individual's training time, whether for medical reasons, family reasons, VISA issues, remediation etc, the program director should inform the Assistant Dean for Housestaff Affairs, in writing, of the reason and length of the requested extension and any alternate solutions considered by the program.

The Assistant Dean for Housestaff Affairs will report requests for extensions of a training program to the finance subcommittee at its *monthly* meeting.

An aggregate accounting of the past year's extended program days/months will be presented to the Residency Position Allocation Committee as an informational item for the following year's budget.

Extensions of the training period and their reason must be documented on the resident/fellow's final evaluation.