

<b>Policy 3.600</b> Graduate Medical Education Committee
<b>Section</b> Resident/Fellow Supervision/Work Environment
<b>Subject</b> Disaster or Interruption of Patient Care
<b>Policy Requirements</b> ACGME Institutional: IV.M. ACGME Policy and Procedures to Address Extraordinary Circumstances, 21.00
<b>Version History</b> Date developed: 10/2007 Revisions Approved: 2/2009, 5/2014, 5/2018, 10/2019, 1/2021 Replaces: Policy 3.610 was added to this policy, 10/2019 Legal Review: 3/2021

### **Purpose**

To address administrative support for University of Arkansas for Medical Sciences (UAMS) Accreditation Council of Graduate Medical Education (ACGME) accredited programs and residents/fellows in the event of a disaster or interruption in patient care to include abrupt hospital closures or catastrophic loss of funding. To provide information about the assistance for continuation of salary, benefits, and resident/fellow assignments.

### **Policy**

1. Following declaration of a disaster, the UAMS Designated Institutional Official (DIO) and UAMS Graduate Medical Education Committee (GMEC) will strive to restructure or reconstitute the educational experience as quickly as possible in order to maximize the likelihood that residents/fellows will be able to complete program requirements within the standard time required for certification in that specialty.
2. Once the DIO and GMEC determine that the Sponsoring Institution can no longer provide an adequate educational experience for its residents/fellows, the Sponsoring Institution and its ACGME accredited programs will follow the process identified in *ACGME Policy and Procedures to Address Extraordinary Circumstances, 21.00*.
3. The Sponsoring Institution will to the best of its ability arrange for the temporary transfer of the residents/fellows to programs at other Sponsoring Institutions until such time as UAMS College of Medicine is able to resume providing the experience. Residents/Fellows who transfer to other programs because of a disaster will be provided by their Program Director with an estimated time that relocation to another program will be necessary. Should that initial time estimate need to be extended, the resident/fellow will be notified by their Program Director using written or electronic means identifying the estimated time of the extension.
3. If the disaster prevents the Sponsoring Institution from re-establishing an adequate educational experience within a reasonable amount of time following a disaster, then permanent transfers will be arranged.
4. The DIO will be the primary institutional contact with the ACGME and the Institutional Review Committee Executive Director regarding disaster plan implementation and needs within the Sponsoring Institution.

5. The Assistant Dean for Housestaff Affairs will be the primary institutional contact regarding assistance for continuation of salary and benefits during the disaster declaration period. Each Program Director will be the primary institutional contact for resident/fellow assignments for their respective program.
6. In the event of a disaster affecting other Sponsoring Institutions of graduate medical education programs, the program leadership at UAMS College of Medicine will work collaboratively with the DIO who will coordinate on behalf of the College of Medicine the ability to accept transfer residents/fellows from other institutions. This will include the process to request complement increases with the ACGME that may be required in order to accept additional residents/fellows for training. Programs currently under a proposed or actual adverse accreditation decision by the ACGME will not be eligible to participate in accepting transfer residents/fellows.
7. Programs will be responsible for establishing procedures to protect the academic and personnel files of all residents/fellows from loss or destruction by disaster. This should include at least a plan for storage of data in a separate geographic location away from the Sponsoring Institution.