



**GRADUATE MEDICAL  
EDUCATION**

**POLICIES AND  
PROCEDURES**

**Policy Number: 11**  
**Date Issued: 11/2002**  
**Prior Revision Date: 1/2003**  
**Date Revised: 6/2020**

**Graduate Medical Education Policy for Closure or Reduction of Program at  
Texas Health Resources**

- PURPOSE:** To provide guidelines and define the Graduate Medical Education policy for closures or reduction of Texas Health Resources sponsored training programs. This policy is in line with the most up-to-date ACGME common program and institutional requirements.
- SCOPE:** All residents and fellows (hereafter all will be referred to as trainees) employed by Texas Health Resources.
- PROVISIONS:** In the event of a reduction in size or closure of an ACGME-accredited program, or closure of the Sponsoring Institution, the GMEC will provide effective oversight.
- Texas Health Resources, as the Sponsoring Institution, will inform the GMEC, DIO, and affected trainees as soon as possible when it intends to reduce the size of or close one or more ACGME-accredited programs, or when the Sponsoring Institution intends to close.
- If a decision has been made to reduce or close the ACGME-accredited training programs the Program Director will inform the DIO, GMEC, and the resident as soon as possible following the decision. The DIO and GMEC will both have the responsibility or monitoring the complement reduction or closure process.
- In the event of such a voluntary institutional decision, a downsizing or phase-out plan shall be established that would allow currently enrolled trainees to complete their training. If existing institutional or program resources would be insufficient to provide adequate training, the program (e.g. Program Director, DIO, and any other designee) will assist affected residents in transferring to an ACGME accredited program in which they could continue their education.