

Policy Name: Graduate Medical Education – Closure or Reduction of Program	
Originating Officer (Title), Council, or Committee: Shelly Monks, Vice President, and Chief Academic Officer, Designated Institutional Official	Effective Date: 08/20/2025
Approved By: Graduate Medical Education Committee	Last Reviewed Date: 08/20/2025
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1.0 Scope:

1.1 Applicable Entities:

This policy applies to:

- Texas Health Resources (Texas Health) and its member entities
- Excludes the Texas Health joint venture entities (except those listed in the Formulation and Adoption of System-Wide Policies and Procedures in Section 4.1.6 or in Section 4.1.7)

1.2 Applicable Departments:

This policy applies to all Texas Health Graduate Medical Education residents and fellows (hereafter referred to as “Trainees”) employed by Texas Health Resources (“Institution”).

2.0 Purpose:

- 2.1 To provide guidelines for Graduate Medical Education 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.

3.0 Policy Statements:

- 3.1 Texas Health is committed to providing a safe workplace, where everyone can thrive and do their life’s best work. A place where everyone can live Our Texas Health PromiseSM, Individuals Caring for Individuals Together. As such, Texas Health does not tolerate discrimination in any form or any behaviors that are incompatible with our core Values - Respect, Integrity, Compassion and Excellence and Our Texas Mission.

4.0 Provisions:

- 4.1 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.
- 4.2 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.

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- 4.3 If a decision has been made to reduce or close the ACGME-accredited training program(s) the Program Director will inform the DIO, GMEC, and the Trainees as soon as possible. The DIO and GMEC will both have the responsibility of monitoring the complement reduction or closure process to ensure safe patient care partnering with Human Resources regarding impacted employees.
- 4.4 In the event of such a voluntary institutional decision, a downsizing or phase out a 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.

5.0 Definitions:

- 5.1 DIO - Designated Institutional Officials
- 5.2 ACGME - Accreditation Council for Graduate Medical Education
- 5.3 Graduate Medical Education Committee (GMEC) - Responsible for policy and oversight Graduate Medical Education.
- 5.4 Resident/Fellow - Trainee in a sponsored Graduate Medical Education program.

6.0 Responsible Parties:

- 6.1 Graduate Medical Education Committee
- 6.1.1 Implementation and oversight of the policy is the responsibility of the Program Director and the Graduate Medical Education Committee.

7.0 External References:

[ACGME Policies and Procedures](#)

8.0 Related Documentation and/or Attachments:

Not Applicable

9.0 Required Statements:

Not Applicable