

Policy: <b>Continuation of GME in the Event Of A Disaster</b>	Effective Date: 08/2017
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Authorized by: Graduate Medical Education Committee	Replaces: V1
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**PURPOSE**

The Sponsoring Institution strives to provide a stable educational and employment environment for residents. If an event or set of events causes significant alteration to the residency experience in one or more programs, the Sponsoring Institution and/or GMEC will take action to ensure continuity in resident education.

**SCOPE**

1. Department of Medical Education
2. Baptist Health Medical Center - North Little Rock
3. Baptist Health Medical Center - Little Rock
4. Baptist Health Medical Center - Conway

**DEFINITIONS**

1. Disaster - an event or set of events (e.g., natural disaster, internal disaster, etc.) that directly impacts the host facility or reduces its ability to provide services, causing significant alteration to the residency experience in one or more programs.

**POLICY**

1. As soon as possible, the Sponsoring Institution will:
  - a. Gather data/information from training programs regarding the extent of damage and the impact of the disaster on the short-term (days/weeks) and long-term (weeks/months) function of individual programs and/or sites of training.
  - b. Work directly with medical staff and hospital administration to determine the short-term and long-term impact on clinical operations caused by the disaster.
2. The GMEC will hold an emergency meeting within two business days after the disaster to review the available information regarding the impact of the disaster on clinical operations and training programs.
3. The DIO will notify the ACGME of the disaster situation and arrange to keep in contact with the ACGME and to abide by its policies and procedures pertinent to GME-related disasters.
4. The GMEC will meet regularly as necessary to continue its assessment of the situation and to make decisions regarding training programs. The Sponsoring Institution will continue to provide administrative support to all affected programs during this period.

5. Issues to be reviewed, assessed or acted upon by the Sponsoring Institution /GMEC include:
  - a. Patient safety,
  - b. Safety of residents, teaching physicians and staff,
  - c. Supply of available teaching physicians and residents for clinical and educational duties,
  - d. Extent/impact of damage to the physical plant/facilities,
  - e. Extent/impact of damage to communication technology and clinical information systems,
  - f. Changes in the volume of patient activity in the short-term and long-term.
  
6. If the GMEC determines that a program and the institution cannot provide an adequate educational experience for residents because of the disaster, both individual programs and the Sponsoring Institution will work to temporarily relocate a resident to a site of training within the Sponsoring Institution or to a local affiliated training site. The first efforts will be directed to providing temporary training within the Baptist Health System. If such is not possible, the Sponsoring Institution will work to provide training at another affiliated teaching hospital.
  
7. If it becomes necessary to transfer residents temporarily to another institution, Sponsoring Institution will work with that institution and within the rules of CMS' (Center for Medicare and Medicaid Services) GME funding policies and procedures to assure maintenance of resident salaries/ benefits and to allow the other institution to claim and collect CMS' GME funds during the resident's temporary duty assignment.
  
8. The GMEC will ensure that clinical services and educational resources have been restored in order to reinstitute resident training within the affected training sites.

#### **RELATED POLICIES**

1. Emergency Operations Plan
2. Hazard Vulnerability Assessment
3. 96 Hour Analysis
4. Continuity of Operations Plan

*Created 08/2016*

*Reviewed*

*Revised 08/2017*