

## *Policies and Procedures*

<i>Section:</i> <b>School of Medicine</b>		<i>NO.</i>			
<i>Chapter:</i> <b>Graduate Medical Education</b>	<i>Issued:</i> <i>October, 2014</i>	<i>REV. A</i> <i>1/27/2021</i>	<i>REV. B</i>	<i>REV. C</i>	
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### **PURPOSE**

The purpose of this policy is to establish the Graduate Medical Education Committee (GMEC) approval process and the type of oversight that the GMEC has over any non-ACGME accredited training programs for physicians.

### **SCOPE**

This policy applies to all Creighton University residents, fellows and their respective training programs.

### **DEFINITIONS**

- **Graduate Medical Education:** The period of didactic and clinical education in a medical specialty which follows the completion of a recognized undergraduate medical education and which prepares physicians for the independent practice of medicine in that specialty, also referred to as residency education. The term “graduate medical education” also applies to the period of didactic and clinical education in a medical subspecialty which follows the completion of education in a recognized medical specialty and which prepares physicians for the independent practice of medicine in that subspecialty.
- **Non-ACGME Accredited Programs:** Post graduate training programs for physicians that are not recognized by the ACGME.

### **POLICY**

Clinical departments may offer training to resident physicians in a specialty area that is outside of the oversight of the Accreditation Council for Graduate Medical Education (ACGME). Non-ACGME accredited training programs fall into two types.

First are those that are accredited or overseen by a recognized specialty board, society or other accrediting body that provides standards for the curriculum and training experiences.

The second type of training program is one where there is no an accreditation process or set of standards. GME requirements for both situations are outlined below.

#### **Accredited Graduate Medical Education programs not overseen by the ACGME**

The School of Medicine will sponsor selected GME programs that are accredited or overseen by a recognized specialty board, professional association or accrediting body that provides standards for a structured curriculum and set of training experiences. All such programs must be approved by the Regional Graduate Educational Committee and the Graduate Medical Education Committee. Each program is expected to follow all GME policies and procedures of the School of Medicine including, but not limited to, School of Medicine GME Eligibility Requirements, policy on work hours, and moonlighting. Each program must maintain an appropriately credentialed program director, stable funding, an explicit and well-defined curriculum, and fully developed supervisory and administrative policies consistent with all other School of Medicine GME programs. Evaluation and promotion of residents must also follow standards consistent with all other School of Medicine GME programs. All

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participants are required to have formal Resident Agreements that outline the responsibilities of both the resident and the School.

**Note:** To maintain sponsorship by the School of Medicine, these programs must remain in good standing with GMEC. Programs must also provide an, up to date letter from the recognized specialty board, professional association or accrediting body that shows the program to be in good standing with meeting the requirements of accreditation. **This letter must be provided to the Office of GME as soon as it becomes available and must clearly indicate the standing of the program and the period of accreditation that has been granted by the oversight body.**

### **Non-Accredited Graduate Medical Education Training:**

To sponsor graduate medical education programs where there is no formal oversight body, a clinical department has two choices. First, the department may elect to formally request that a residency program be approved by the Graduate Medical Education Committee (GMEC) of the School of Medicine and function as an approved but non-accredited residency program under GME. Secondly, the department may offer a course of additional training without developing a formal program. The following outlines the arrangements:

#### **1. School of Medicine Sponsored Non-Accredited Residency Program**

This type program is considered a formal residency program under the GMEC. It is expected to meet all standards of accredited GME programs including a designated program director, stable funding that is guaranteed under a contract and approved by University Office of General Counsel, an explicit and well-defined curriculum, and fully developed supervisory and administrative policies consistent with all other School of Medicine GME programs. Evaluation and promotion of residents must also follow standards consistent with all other School of Medicine GME programs.

To maintain sponsorship, the program must be able to maintain a good clinical learning and working environment at all of its participating sites. Oversight of program standards will be done through Annual Program Evaluations by the DIO/ADIO on a cycle of once a year.

Trainees will be considered Creighton employees and will be assigned a contract through GME similar to all other residents. They will be afforded the same rights and privileges and held to the same standards of conduct as all other residents.

Formal GMEC approval of a non-accredited residency program is required, and the development of such a program must follow procedures outlined by the Associate Dean of Graduate Medical Education. The program director must attend GEC meetings after the new training program begins.

#### **2. Additional Training**

This arrangement occurs when a clinical department elects not to pursue development and maintenance of a formal non-accredited residency program as outlined above but still offers

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additional training to qualified professionals in a particular specialty or sub-specialty. In this case, additional training should only be offered to individuals qualified to become faculty in their core specialty and should be only for a defined period of time. Such training cannot be offered if a formally accredited residency program is already in place for this particular specialty. The individual would be given an appointment as *clinical instructor if they are also involved in teaching or supervising learners in their core specialty*, through the sponsoring department with the contractual arrangements set by the department and approved by Creighton's Office of General Counsel. This arrangement would also require credentialing by all appropriate credentialing bodies for locations where the work and training would occur.

The sponsoring department must send a letter to the GME Office providing it with the name(s) of individual(s) receiving additional training. It needs to be approved by the local GEC and the GMEC to ensure it does not impact other learners.. Verification of training will be completed by the sponsoring department.

All departments providing additional training opportunities must assure that the number of learners and the work done by them does not dilute the required experience of learners in the accredited and non-accredited residency programs sponsored by the department.

### **REFERENCES**

ACGME

### **AMENDMENTS OR TERMINATION OF THIS POLICY**

This policy supersedes all program level policies regarding this area/topic. In the event of any discrepancies between program policies and this GME policy, this GME policy shall govern.

Creighton University reserves the right to modify, amend or terminate this policy at any time.

#### ***Reviewed and Approved By:***

***P&P:*** Nov 2020. Changes throughout: "College of Medicine" changed to "School of Medicine", "duty hours" changed to "work hours", identification between local or regional GEC and GMEC; addition of definition of Non-ACGME accredited programs; Policy section on SOM Sponsored Non-Accredited programs section has addition of statement regarding contract approval by "University Office of General Counsel" (approved by DIO and legal); Additional Training Section: addition of "and approved by Creighton's Office of General Counsel".

***Phx GEC:*** 1/4/21 – approved, no changes recommended or discussed.

***Omaha GEC:*** 12/11/2020 - approved

***Exec GMEC:*** 1/27/2021 - approved