



NOTHING CONTAINED IN THIS POLICY OR IN ANY OTHER POLICY CREATES A CONTRACT RIGHT. CONSISTENT WITH SOUTH CAROLINA LAW, ALL TEAM MEMBERS ARE EMPLOYED "AT WILL," WHICH MEANS THAT THE TEAM MEMBER HAS THE RIGHT TO TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, WITH OR WITHOUT NOTICE OR CAUSE, AND THAT PRISMA HEALTH AND/OR ITS AFFILIATED ENTITIES RETAIN THE SAME RIGHT.

SUBSTANTIAL DISRUPTIONS IN PATIENT CARE OR EDUCATION

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| Approved Date: 05/24/2021 | Effective Date: 07/01/2021 | Review Date: 07/01/2028 |
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Scope:

| Prisma Health-Midlands | | Prisma Health-Upstate | |
|-------------------------------|--|------------------------------|---|
| X | Prisma Health Baptist Hospital | X | Prisma Health Greenville Memorial Hospital |
| X | Prisma Health Baptist Parkridge Hospital | X | Prisma Health Greer Memorial Hospital |
| X | Prisma Health Richland Hospital | X | Prisma Health Hillcrest Hospital |
| X | Prisma Health Tuomey Hospital | X | Prisma Health Laurens County Hospital |
| X | Prisma Health Children’s Hospital-Midlands | X | Prisma Health Oconee Memorial Hospital |
| X | Prisma Health Heart Hospital | X | Prisma Health North Greenville Hospital |
| X | PH USC Medical Group | X | Prisma Health Patewood Hospital |
| X | Provider based facilities associated with Prisma Health-Midlands hospitals | X | Prisma Health Surgery Center - Spartanburg |
| | | X | Prisma Health Marshall I. Pickens Hospital |
| | | X | Prisma Health Children's Hospital-Upstate |
| | | X | Prisma Health Roger C. Peace Hospital |
| | | X | Prisma Health Baptist Easley Hospital |
| | | X | University Medical Group UMG/PIH |
| | | X | Provider based facilities associated with Prisma Health-Upstate hospitals |

Policy Statement

The Sponsoring Institution will provide administrative support in the event of an extraordinary circumstance or substantial disruptions in patient care or education, which prohibits timely continuance of Graduate Medical Education residency/fellowship training programs. All appropriate steps will be made to continue compliance with all applicable ACGME and RRC rules, including information about assistance for continuation of salary, benefits, professional liability coverage, and appropriate adjustments of resident/fellow assignments.

Associated Policies and Procedures

Resident/Fellow Transfer Policy

Definition(s)

The ACGME may invoke the Extraordinary Circumstances policy in response to circumstances that significantly alter the ability of a sponsor and its programs to support resident/fellow education. Examples of extraordinary circumstances include abrupt hospital closures, natural disasters, or a

catastrophic loss of funding.

Responsible Positions

Resident and Fellows
Program Director
DIO
HR Business Partner

Equipment Needed

None

Procedural Steps

When the ACGME or the Sponsoring Institution deems that a Sponsoring Institution's ability to support resident/fellow education has been significantly altered by the extraordinary circumstance, the Sponsoring Institution must:

- a. revise its educational program to comply with the applicable Common, specialty specific Institutional and Program Requirements within 30 days of the invocation of the policy; and,
- b. arrange temporary transfers to other programs or institutions until such time as the program(s) can provide an adequate educational experience for each of its residents and/or fellows; or,
- c. assist the residents and/or fellows in permanent transfers to other ACGME-accredited programs in which they can continue their education.

The Executive DIO will communicate the institutional decisions as quickly as possible to the GMEC, program directors and residents/fellows, and will serve as the primary institutional contact with the ACGME regarding the issues addressed in this policy.

If more than one institution or program is available for temporary or permanent transfer of a particular resident or fellow, the preferences of the resident or fellow must be considered by the transferring institution or program. Programs must expeditiously make the decision to reconstitute the program and/or arrange for temporary or permanent transfers of the residents and/or fellows so as to maximize the likelihood that each resident or fellow will complete the academic year with the least disruption to her or his education.

Within 10 days of the invocation of the ACGME Extraordinary Circumstances policy, the Executive DIO, or designee(s), of the affected Sponsoring Institution must contact the ACGME to receive the timelines the ACGME has established for its programs. These timelines will establish deadlines for the Sponsoring Institution to:

- (1) submit program reconfigurations to the ACGME; and,
- (2) inform each program's residents/fellows of the decision to reconstitute the program and/or transfer the resident/fellows either temporarily or permanently.

The due dates for submission of said plans shall be no later than 30 days after the invocation of the ACGME Extraordinary Circumstances policy unless other due dates are approved by the ACGME. If within the 10 days of the invocation of the ACGME Extraordinary Circumstances policy the ACGME has not received communication from the designated institutional official(s), the ACGME will attempt to establish contact with the Sponsoring Institution to communicate its expectations.

On its website, the ACGME will provide phone numbers and e-mail addresses for communication with the ACGME from affected institutions and programs.

Designated Institutional Official(s) should call or e-mail the Institutional Review Committee Executive Director with information and/or requests for information.

Program directors should call or e-mail the appropriate Review Committee Executive Director with information and/or requests for information.

Residents/Fellows should call or e-mail the appropriate Review Committee Executive Director or the Office of Resident Services (residentservices@acgme.org; or 312.755.5000) with information and/or requests for information.

On its website, the ACGME will provide instructions for changing resident/fellow e-mail information through Accreditation Data System.

Each program will be responsible for establishing procedures to protect the academic and personnel files of all resident/fellows from loss or destruction by disaster. All electronic files will have off-site backup.

References

ACGME Accreditation Policies and Procedures
Institutional Requirements IV.N.

Appendices

None