Policy: CONTINUATION OF GME FINANCIAL AND ADMINISTRATIVE PROGRAM SUPPORT IN EVENT OF DISASTER*

Effective: 5/23/07

Revised:

In this policy, the term “resident” refers to all interns, residents and fellows in GME training programs. Other definitions are included at the end of this policy.

Procedure:

The Ohio State University Medical Center 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 residency programs, The OSUMC GME Office and/or GME Committee will take the following steps:

1. As soon as possible, the GME Office 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 the Medical Director’s Office and Health System Administration to determine the short-term and long-term impact on clinical operations at sites affected by the disaster.

2. The GME Committee will hold an emergency meeting within 2 business days after the disaster to review the available information regarding the impact of the disaster on clinical operations and training programs.

3. The GMEC will meet regularly as necessary to continue its assessment of the situation and to make decisions regarding OSUMC training programs. The GME Office will continue to provide administrative support to all affected programs during this period.

4. Issues to be reviewed, assessed or acted upon by the GMEC include:
   a. Patient safety
   b. Safety of housestaff, faculty and staff
c. Supply of available faculty and housestaff for clinical and educational duties
d. Extent/impact of damage to the physical plant/facilities
e. Extent/impact of damage to clinical technology and clinical information systems
f. Extent/impact of damage to communication technology (e.g., phones, pagers, intra/internet)
g. Changes in the volume of patient activity in the short-term and long-term

5. If the GMEC determines that a program or the institution cannot provide an adequate educational experience for a resident because of the disaster, both individual programs and the institution will work to:

a. Temporarily relocate a resident to a site of training within the institution or to a current local affiliate training site.
b. Arrange a temporary transfer for a resident to another program until the institution can provide an adequate educational experience for the resident. As best possible at the time of the transfer, the program will inform the resident being transferred regarding the minimum duration of the transfer and the anticipated total duration of the transfer.
c. Assist the resident in a permanent transfer to another program/institution.

6. Continuation of financial support in the event of a disaster will be dependent on the short-term and long-term impact on each program and the institution overall. Also, it will be dependent on current policies related to reimbursement.

a. For residents temporarily relocated within the institution but to a different affiliate training site, OSU will continue to pay resident salary and benefits.
b. For residents temporarily assigned to a program at another institution:
   i. OSU will continue to pay resident salary (according to the OSU stipend schedule) through the end of the current academic year. Some benefits (e.g., health insurance, etc.) may need to be coordinated with the temporary training site based on distance from Columbus. OSU will work with the institution to which the resident is temporarily assigned regarding some financial support from that site for residents temporarily assigned there.
   ii. By 30 days prior to the end of the academic year, the program will inform the resident of their status within the program for the next academic year.
c. For residents permanently transferring to another institution, OSU will typically not cover salary and benefits.
   i. If the OSU training program closes permanently, some transitional funding may be provided by OSU to the accepting institution.
   ii. If the program is not permanently closed but a resident decides to permanently transfer to another institution, the costs of salary and
benefits will be covered by the accepting institution as of the date of transfer.

7. The DIO will contact the ACGME within two business days of the initial GMEC meeting to provide an update on the disaster and initial steps taken by the institution and the GMEC.

8. The DIO will continue to communicate with the ACGME regularly as needed to provide updates on any additional program or institutional issues. Within 30 days of the disaster, the DIO will contact the ACGME with regard to final plans to reconfigure any programs.

*Definition of disaster:

1. A disaster is an event or set of events (e.g., natural disaster, internal disaster, etc.) causing significant alternation to the residency experience at one or more residency programs.
   a. Within the OSU Medical Center, a formal disaster declaration will be made only in accordance with the Medical Center Disaster Plan.
   b. If the disaster occurs in an affiliate, non-OSU site of training, the GME Office will work with that site of training to determine whether a formal disaster declaration has been made based on the policies of that site of training.
   c. When warranted and after consultation with the GME Committee, the Designated Institutional Officer (DIO) may ask the ACGME Executive Director to make a formal declaration of a disaster for a particular program or the entire institution according to ACGME policies and procedures. This information will be posted on the ACGME website. This formal declaration under ACGME policies creates significant flexibility for trainees to transfer to other institutions.