

GRADUATE MEDICAL EDUCATION COMMITTEE (GMEC)

The Graduate Medical Education Committee (GMEC) is a standing committee of the School of Medicine. The GMEC reports to the Education Council of the School of Medicine. The purpose of the GMEC is to oversee all programs in Graduate Medical Education (GME) sponsored by the University of Connecticut School of Medicine (UConn SOM). The GMEC is responsible for oversight of all the GME programs sponsored by UConn SOM in accordance with the Accreditation Council for Graduate Medical Education (ACGME) institutional requirements and Residency Review Committee (RRC) program requirements. The GMEC establishes and implements policies regarding the quality of education in the work environment for residents/fellows at all UConn SOM major affiliated hospitals, partner sites, and GME programs, including non-accredited programs. The GMEC meets six times a year with written minutes maintained. Voting members are required to attend a minimum of four of the six scheduled meetings annually.

Leadership and Membership

The GMEC convenes under the leadership of the Chairperson, the Designated Institutional Official. The voting membership includes the following:

- The Designated Institutional Official
- The Assistant Designated Institutional Official
- Assistant Deans from five major affiliated hospitals
- One Clinical Chair (selected by Chief Council) (*2yr term*)
- Six Residency Program Directors (*3yr term*)
- Three Fellowship Program Directors (*2yr term*)
- The Director of Graduate Medical Education Finance
- The Director of Graduate Medical Education
- The Executive Director of the Capital Area Health Consortium
- Quality Improvement/Patient Safety Officer
- Two resident/fellow participants (peer selected members of Resident/Fellow Forum) (*1yr term*)
- One Program Coordinator (*1yr term*)

Each person has one vote regardless of whether they are fulfilling more than one role. Non-voting members include any Program Directors, core faculty members, teaching faculty members from an affiliated hospital, Program Coordinators or residents/fellows who attend the meetings out of interest.

Graduate Medical Education Committee Responsibility

The Graduate Medical Education Committee is responsible for establishing and implementing policies and procedures regarding the quality of education in the work environment for residents/fellows, including:

- Annual Program Reports
 - Annual Program Evaluation
 - ADS update
 - Program improvement activities
 - Resident survey
 - Faculty survey
 - Case logs
 - Educational curriculum
 - Board pass rate
- Appeals to RRC
- Curriculum and evaluation for each program
- Experimentation and innovation
- Faculty development
- Duty hour tracking and modifications
- Graduate Medical Education budget
- Handover curriculum
 - Program
 - Hospital
- Oversight of accreditation including responses/action plans for citations and areas for improvement:
 - Institutional accreditation
 - Program accreditation
- Oversight of C.L.E.R. visit and action plans
- Oversight for Graduate Medical Education manual
- Oversight for residents/fellows policies and procedures manual
- Program changes
- Program Director changes/qualifications
- Program Director/Core Faculty protected time
- Reductions and closures of programs
- Resident/Fellow contracts
- Resident/Fellow evaluation and promotion
- Resident/Fellow wellness
- Review of the Annual Institutional Review (AIR)
- Salaries and benefits of residents and fellows
- Supervision policy
 - Program
 - Hospital

Revised 4/17

Reviewed 4/19, 3/21