

<b>Departmental Policy Title:</b>	<b>Extreme Emergency Situation Policy - GME</b>	<b>Policy ID:</b>	<b>11306</b>
<b>Keywords</b>	<b>Disaster Emergent Extreme</b>		
<b>Department</b>	<b>Graduate Medical Education (GME)</b>		

## I. Purpose of Policy

To define the responsibilities specific to Graduate Medical Education (GME) following a Local Extreme Emergency Situation at the Dartmouth-Hitchcock (D-H) Lebanon Campus.

## II. Policy Scope

The policy applies to all Residents participating in Accreditation Counsel for Graduate Medical Education (ACGME)-accredited programs at D-H.

## III. Definitions

- **Resident:** Any physician in an ACGME-accredited graduate medical education program including residents and fellows.
- **Designated Institutional Official (DIO):** The individual in a sponsoring institution who has the authority and responsibility for all of the ACGME-accredited Graduate Medical Education programs.
- **Local Extreme Situation:** An event that affects Resident education or the work environment but does not rise to the level of an ACGME-declared disaster. An extreme emergent situation is localized to one sponsoring institution, a participating institution, or another clinical setting.

## IV. Policy Statement

### A. Expectations of Residents during Local Extreme Situations

- Decisions regarding a Resident's involvement in Local Extreme Situations must take into account the following aspects of the multiple roles as student, physician, and employee:
  - The nature of the health care and clinical work that a Resident will be expected to deliver;
  - The Resident's level of post-graduate education specifically regarding specialty preparedness.
  - Resident safety, considering the level of post-graduate training, associated professional judgment capacity, and the nature of the disaster at hand.
  - Board certification eligibility during or after a prolonged extreme emergent situation.
  - Self-limitations according to the Resident's maturity to act under significant stress or even duress.
- Residents with an advanced level of training and are fully licensed in the state of New Hampshire/Vermont may be able to provide care independent of supervision during a Local Extreme Situation. Residents will discuss scope of care with the Program Director, DIO or immediate Supervisor.

## **B. Defined Responsibilities Concerning a Local Extreme Situation**

- **D-H DIO**

- Serve as the point of contact for Program Directors.
- Call the Executive Director, Institutional Review Committee (ED-IRC) if a Local Extreme Situation cause serious, extended disruption to Resident assignments, educational infrastructure or clinical operations that might affect D-H or any of its ACGME-accredited programs.
- On behalf of D-H, the DIO will provide information to the ED-IRC regarding the Local Extreme Situation and status of the educational environment for its accredited programs resulting from the emergency.
- At the ED-IRC's request, the DIO will submit a written description of the disruption at the institution and provide details regarding activities undertaken in response. The DIO will provide updates as requested.
- The DIO will receive electronic confirmation of this communication with the ED-IRC which will include copies to all Executive Directors of Review Committees (ED-RCs). The DIO will distribute this confirmation to D-H Program Directors.
- The DIO will notify the ACGME when the Local Extreme Situation has been resolved.

- **Program Directors**

- Upon receipt of the electronic confirmation of the correspondence between the DIO and ED-IRC, Program Directors may contact the respective ED-RCs if necessary to discuss any specialty-specific concerns regarding interruptions to Resident education or effect on the educational environment.
- Program Directors are expected to follow the institutional disaster policies regarding communication processes to update the DIO on the results of conversations with ED-RCs regarding program specific issues.

- **Other Responsibilities**

- The ED-IRC will alert ED-RCs when D-H reports a Local Extreme Situation. These communications will be included as interim correspondence in institutional and program files.
- Program Directors from affected institutions may communicate directly regarding specialty-specific concerns once the Local Extreme Situation has been confirmed through the ED-IRC.
- After communication between a Program Director and an ED-RC, the ED-RC will notify the ED-IRC if there is a perception of substantive institutional accreditation issues occurring within D-H during the event.
- The ED-IRC will notify all ED-RCs when institutional Local Extreme Situation has been resolved.

## **V. References - N/A**

<b>Responsible Owner:</b>	Graduate Medical Education (GME)	<b>Contact(s): email</b>	Karen Miller
<b>Approved By:</b>	Chief Medical Officer - D-H Lebanon; GMEC Approver Group; Office of Policy Support - All Other Documents	<b>Version #</b>	3
<b>Current Approval Date:</b>	07/19/2018	<b>Old Document ID:</b>	New
<b>Date Policy to go into Effect:</b>	07/19/2018		
<b>Related Polices &amp; Procedures:</b>	<a href="#">Resident Supervision Policy - GME</a> <a href="#">Disaster Procedure - (GME)</a>		
<b>Related Job Aids:</b>			