



Policy Number:	25-10
Policy Name:	Graduate Medical Education: Closures, Reductions, and Substantial Disruptions in Patient Care or Education
Authority:	ACGME Institutional Requirements effective September 3, 2025, section 4.15.
Original Policy Date:	November 3, 2025 Effective Date: 12/12/25
Policy Last Revised:	N/A
Supersedes:	24-01
Attachments:	N/A

PURPOSE

To outline a process for any interruptions to education and clinical experiences due to closures, reductions, or any other substantial disruption to patient care and/or education.

POLICY

I. Substantial Disruptions in Patient Care or Education

- A. In the event of a disaster or other substantial disruption in patient care or education, Behavioral Health and Recovery Services, San Mateo County (BHRS-SMC), will continue salary, benefits, professional liability coverage, and resident/fellow assignments, or collaborate with the affected program(s) to do so, whenever possible.
- B. If one or more site is unavailable for more than 1 month:
 1. The Program Director will attempt to find a different site location that satisfies rotation requirements as soon as possible.
 2. Residents or fellows may be assigned different clinical duties and/or a different clinical site.

II. Closures and Reductions

- A. BHRS-SMC and ACGME requires Program Directors to submit proposals for temporary or permanent increases or decreases in resident/fellows, including program closures, to the BHRS-SMC Graduate Medical Education Committee (GMEC) and Designated Institutional Official (DIO) for approval prior to submission to the ACGME. The GMEC will weigh the potential benefits of a



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change in program size (or closure) against potential liabilities and may request additional information/justification on the projected impact of the proposed change.

- B. In the event of a reduction in size or closure of any ACGME-accredited program, BHRS will notify as soon as possible:
1. The DIO, GMEC, Program Director, and affected residents or fellows.
 2. In the case of a reduction in size of a program or discontinuation of a program, the affected residents or fellows must be:
 - a. Allowed to complete their education at BHRS whenever possible, OR
 - b. Assisted by BHRS in enrolling in another ACGME-accredited program in which they can continue their education.

SIGNATURES

Approved: _____ *Signature on File*
Dr. Jei Africa, PsyD, FACHE
BHRS Director

Approved: _____ *Signature on File*
Dr. Tasha Souter, MD
BHRS Medical Director

Approved: _____ *Signature on File*
Dr. Peter Dell, MD
BHRS-SMC ACGME Designated Institutional Official

REVISION HISTORY

Date of Revision	Type of Revision	Revision Description