

Augusta University
House Staff Policies and Procedures

Policy
HS 31.0 Annual Institutional Review

Source
Graduate Medical Education Office

1.0 Purpose

To establish a process by which the Graduate Medical Education Committee (GMEC) must demonstrate effective oversight of the Sponsoring Institution's accreditation through an Annual Institutional Review (ACGME Institutional Requirements I.B.5)

2.0 Policy

In December/January of each year the GMEC will conduct an AIR by reviewing established performance indicators. The time period of review for the AIR will be the previous academic year (January-December).

3.0 Procedure

The AIR will be developed through review of the ongoing program reviews conducted by the GMEC and the GME Office and will focus on the following performance indicators.

- Results of Program response to the domains of ACGME CLER review
 - Notification of ACGME-Accredited Programs accreditation status and self-study
 - The most recent ACGME institutional letter of notification
 - Results of ACGME Surveys of Residents/Fellows and Core Faculty
 - Aggregated results of ACGME-Accredited Program performance indicators
 - Results of Annual Program Evaluations (APE)
 - Each ACGME-accredited program's accreditation information, including accreditation status and citations
 - Compliance with up-to-date signed institutional agreements
- a) Affiliation Agreements
b) Program Letters of Agreement (PLA)

Upon analysis of the above performance indicators, the GMEC will identify areas for growth and establish action plans for improvement. Action plans resulting from the AIR will be monitored by the Graduate Medical Education Office and reviewed with the Designated Institutional Officer (DIO) regularly.

The DIO will submit a written annual executive summary of the AIR to the governing body, the Dean of the Medical College of Georgia



David Hess, M.D.
Dean, Medical College of Georgia

Date



Walter J. Moore, M.D.
Senior Associate Dean, Graduate Medical Education and
VA Affairs

Date

The term House Officer is used as a generic term to include interns, residents and fellows in an approved ACGME Residency Training Program at

Augusta University

Effective Date:
7/05

Revision/Review Date:
12/05,10/07,12/09,10/10,2/11
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