

NONSTANDARD TRAINING PROGRAM POLICY

Purpose

The purpose of this Nonstandard Training Program Policy is to set forth the policies and guidelines for nonstandard training programs that are managed through the UT College of Medicine GME Office.

Policy

A. Definition

A nonstandard training program is one that is not accredited by ACGME or another entity. The program is administered through the GME Office, and the trainees are on UT payroll.

B. Program Creation and Closure

Departments intending to create a new program must submit an application to the GMEC at least six months before the proposed program's effective date. All nonstandard training programs will be established for a five-year period unless the GMEC approves a shorter duration. Approved nonstandard programs must apply for renewal six months prior to the end of the five-year term.

C. Application Process

An application must be submitted to the GMEC that will include at least the following information:

1. Program Name
2. Most closely related ACGME program and certifying Board
3. Length of program
4. Number of trainees per year
5. Program Director name and name of another faculty member qualified to be Program Director
6. Faculty who will supervise and teach in the program
7. Program Manager name
8. Proof of valid Tennessee medical licensure and ABMS board certification for Program Director and all faculty who will participate in the program
9. Letter of support from the Chair
10. Letter of support from the most closely related ACGME Program Director
11. Description of other accredited programs that may be affected
12. Funding letter
13. Candidate selection policy
14. Training sites
15. Goals and objectives of the program
16. Letter from the administrative director of the department stating that the department understands that any administrative support and costs associated with this program will be the responsibility of the department
17. Block diagram/rotation schedule

D. GME Policies and Procedures

Nonstandard training program will be subject to the policies and procedures listed on the GME website that apply to ACGME program to include Clinical and Education Work Hours, Stipend Level, Resident Evaluation, Annual Program Evaluation, Medical Licensing Exam, etc.

E. Approved Nonstandard Training Start Dates

Fully onboarded nonstandard trainees will be authorized to begin training only on one of the following start dates, with an allowable adjustment of plus or minus two days to account for weekends:

- January 1st
- July 1st
- August 1st

F. GMEC Oversight

Nonstandard programs are subject to GMEC oversight via:

1. Special Reviews
2. Program Director approval/changes
3. Site location changes
4. Complement changes
5. Approval/Closure of the program
6. Annual Program Evaluation
7. Program-Specific Policies

G. Administrative Fee

An administrative fee will be charged for all nonstandard training programs.