

**SECTION:** Graduate Medical Education Policies    **ISSUED:** September 15, 2005

**REVISED:**

**SUBJECT:** Graduate Medical Education Committee (GMEC) Expedited Review

**PURPOSE:** To ensure timely approval of necessary GMEC actions

1.     **Introduction**

Many actions taken by the GMEC are time sensitive. The monthly GMEC meeting is generally adequate for responses within the timelines delineated. There are rare occasions when deliberation by the full GMEC, at the next GMEC meeting will not be sufficiently timely to meet a deadline. The purpose of this policy is to allow for compliance with short turnaround times while maintaining appropriate GMEC oversight.

**Procedure Steps**

1. In the event that an action of the GMEC is required and the next meeting of the GMEC is not sufficiently timely to meet the deadline for that action, the GMEC chair may elect an expedited procedure for GMEC approval. This occurrence should be rare and only after efforts have been made to postpone the deadline.
2. If the chair chooses the alternative option, the chair will review the item needing action and contact two non-partisan GMEC members. These members will review the issue and if all three individuals are in agreement the issue can be approved.
3. Whenever the expedited approval route is taken, the issue will be presented at the next GMEC meeting for ratification. If the issue is disapproved at the next GMEC meeting appropriate steps will be taken to contact relevant parties and rescind the expedited approval.