



POLICY: Annual Institutional Review

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 (AIR) I.B.5)

Policy: In December of each year the GMEC will conduct an Annual Institutional Review (AIR) by reviewing established performance indicators. The time period of review for the AIR will be the previous academic year (July-June).

Procedure: The AIR will be developed through review of the quarterly program reviews conducted by the Subcommittee for Internal Review (SIR) the institutional report card, and will focus on the following performance indicators:

- 1) Results of the most recent institutional self-study visit.
- 2) Results of Program response to the domains of ACGME CLER review.
- 3) Notification of ACGME-Accredited Programs accreditation status and self-study visits.
- 4) Results of ACGME Surveys of Residents/Fellows and Core Faculty.
- 5) Aggregate results of ACGME-Accredited Program performance indicators.
- 6) Compliance with up to date signed institutional agreements.
 - a) Affiliation Agreements
 - b) Program Letters of Agreement (PLA)
- 7) Results of Annual Program Evaluations (APE)
- 8) Review Status of Residency Review Committee Citations

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 Official (DIO) regularly.

The DIO will submit a written annual executive summary of the AIR to the governing bodies of the institutional partners.

(Original signed Policy is available in the UCSF Fresno Office of Medical Education)

Michael Peterson, M.D., Associate Dean, Co-Chair GMEC