

**CENTRAL IOWA HEALTH SYSTEM  
GRADUATE MEDICAL EDUCATION COMMITTEE**

**POLICY ON DISASTER RESPONSE**

**I. Purpose:**

This policy is intended to protect the educational experiences of residents enrolled in CIHS residency programs and establish guidelines for communication with and assignment/allocation of residents in the event of a disaster.

A disaster is defined as an event or set of events causing significant alteration to the residency experience or interruption in patient care at one or more of the Central Iowa Health System (CIHS) residency programs or any of its participating institutions.

**II. Procedures:**

Following declaration of a disaster, the Graduate Medical Education Committee (GMEC) working with the Director of Medical Education/Designated Institutional Official and appropriate program director(s) will redesign/restructure resident educational experiences as quickly as possible. If an adequate educational experience cannot be provided for each resident due to the disaster the Graduate Medical Education Committee and Director of Medical Education will assist residents in making arrangements to continue their education on a temporary or permanent basis in other programs/institutions.

The Graduate Medical Education Committee and Director of Medical Education/Designated Institutional Official will make its best efforts to ensure that transfer decisions are made expeditiously to minimize interruptions in residency training. Each transferred resident will be informed of the likely duration of his or her temporary transfer.

The Director of Medical Education/Designated Institutional Official will contact the Executive Director of the Accreditation Council for Graduate Medical Education's Institutional Review Committee to seek guidance and assistance in the temporary or permanent transfer of residents affected by the disaster. Program Directors should contact the appropriate Residency Review Committee Executive Director with information and/or requests for information.

Programs will be responsible for establishing procedures to protect the academic and personnel files of all residents from loss or destruction by disaster.