



Office of Graduate Medical Education West Virginia University School of Medicine

Graduate Medical Education Committee (GMEC) Maintaining Effective Communication with Site Directors

The responsibility rests with the Program Director to communicate at least annually but as often as necessary to ensure excellent educational experience consistent with program goals and objectives with all faculty site directors at all participating sites for their program.

Proof of these communications will be verified during Internal Reviews and during the Annual Program Review with the DIO.

Deficiencies will be reported to the GMEC. A response from the Program Director with a plan of correction will be required to be submitted for review by the GMEC.

Approved by the GMEC Taskforce: December 6, 2007
Approved by the GMEC: January 11, 2008

Institutional Requirement III.B: "The GMEC must establish and implement policies and procedures regarding the quality of education and the work environment for the residents in all programs..."

Common Program Requirement II.A.4.a: "...The program director must oversee and ensure the quality of didactic and clinical education in all sites that participate in the program."