

GME New Program and Expansion Timeline

The timeline steps must occur in the following order:

1. GMEEOC academic template and financial proforma (filled out by your department administrator) must be sent to the GME office at least 1 week before the GMEEOC meeting date so that committee members can review.
 - a. A pre-proforma financial review will be completed before the application can be placed on the GMEEOC meeting agenda.
2. After GMEEOC approval, the new program must next undergo a Special Program Review (SPR). The SPR entails a comprehensive review of the new programs' aims, goals and objectives, evaluation methods and interview of the new programs program director, chair, core faculty, and program manager.
3. After the SPR, the application must next be approved by the GME Taskforce (meets monthly).
 - a. New programs will require Taskforce approval of a new Program Director (requires a letter from the Chair recommending the new Program Director and a CV sent to the GME office at least one week before the Taskforce meeting).
4. After approval by the GME Taskforce, the application must then be approved by the GMEC (meets 6x/year or every other month).
 - a. The new Program Director will require GMEC approval at this time.
5. After GMEC approval (and approval of the Program Director if applicable), the program can submit to ACGME with DIO approval (if applicable).

GME Taskforce approval date: 11/3/2016

GMEC approval date: 11/18/2016

Revised GME Taskforce approval date: 5/2/2024

Revised GMEC approval date: 6/14/2024

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