

## I. Institutions

### A. Sponsoring Institution

#### Common Program Requirement:

*One sponsoring institution must assume ultimate responsibility for the program, as described in the Institutional Requirements, and this responsibility extends to resident assignments at all participating institutions.*

*The sponsoring institution and the program must ensure that the program director has sufficient protected time and financial support for his or her educational and administrative responsibilities to the program.*

- **Documentation for a single program sponsoring institution:** The review of institutions that sponsor only one ACGME-accredited specialty program or one ACGME-accredited specialty program and its subspecialty program(s) is carried out as part of the review of the specialty program by the relevant Residency Review Committee. At the time the program site visit within a single program sponsoring institution, copies of major affiliation agreements should be available for site visitor review. These agreements are not reviewed as part of program site visits of a multiple program sponsoring institution.

Five institutional questions in the PIF (ADS) must be answered by programs in single program sponsoring institutions. These questions will appear only for such programs and will not be visible to other programs not included in this category. The site visitor will verify matters of institutional commitment, support, and oversight and also review master affiliation agreements. Programs within a single program sponsoring institution are subject to citations related to the institution if the Review Committee finds that the program response does not demonstrate substantial compliance.

- **Documentation of the internal review:** Site visitors will look for evidence that the internal review occurred approximately at the mid-point between the last and the current review, the review group included a resident/fellow, the review included interviews with program faculty and residents/fellows, and the GMEC reviewed the report and monitored appropriate follow-up. This information can be provided by the program director or DIO through a cover sheet of the actual internal review report, through copies of the GMEC meeting agendas, or through a single page summary that contains the relevant information. The report itself is not reviewed by the site visitor.
- **Documentation for physical/clinical facilities:** That physical and clinical facilities are adequate will be verified during the site visit through resident interviews. Site visitors may also tour facilities if there were prior citations relating to these areas, if concerns are raised during the site visit, or if the Review Committee has specialty-specific requirements for the program's patient care or educational facilities. There may be specialty-specific requirements for resources. (See CPR II.D.)

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**Documentation for patient care:** Site visitors may note accreditation status with JCAHO (or other recognized entity) via database information and may clarify and verify information during the DIO interview by review of accreditation letter.