

**YALE-NEW HAVEN MEDICAL CENTER**  
(YNHMC)

POLICIES AND PROCEDURES

Subject: Changes in Resident/Fellow Complement

Effective Date: July 16, 2003

Distribution: All ACGME Accredited Programs

Revision Date: January 23, 2009 March 16, 2022

Introduction:

YNHMC recognizes that providing trainees with a sound academic and clinical education must be carefully planned and balanced with concerns for patient safety and resident well-being. Each program must ensure that the learning objectives of the program are not compromised by excessive reliance on trainees to fulfill service obligations. Didactic and clinical education must have priority in the allotment of trainees time and energies. Work hour assignments must recognize that faculty and trainees collectively have responsibility for the safety and welfare of patients. All of this must be taken into consideration when asking for an increase in resident/fellow complement.

Policy:

1. All requests for changes in resident/fellow complement must be presented to the Director/Associate Dean of GME. The attached form with all necessary information should be submitted.
2. The request should include an assessment of the impact of this change on the financial support for the program, the educational program (including patient numbers and procedure numbers), the educational rationale for the change and the affect on other training programs.
3. Proposal will then be presented to the appropriate administrative group for approval for financial support if necessary.
4. Presentation will then be made to the GMEC for approval.
5. If approved, application will be forwarded to the appropriate Review Committee via ADS with the approval of the DIO.