

## B. SINGLE RESIDENCY INSTITUTION (Refer to Institutional Requirements)

For those institutions that are either a single-program institution (e.g. internal medicine only) or an institution with a limited number of residencies which are all accredited by one Residency Review Committee (e.g. internal medicine and any internal medicine subspecialty), the institutional review will be conducted in conjunction with the review of the program as outlined in the ACGME Institutional Requirements. Programs in these two categories are to complete the following institutional questions and append as part of Section 24, Documents.

- (1) Provide a letter indicating the commitment of the sponsoring institution, its governing body, the administration and the teaching staff to the residency/residencies and its pledge to provide the required financial and educational resources.
- (2) Provide a description of the method by which the sponsoring institution will monitor the residency/residencies to ensure that it has the educational and financial resources to meet the Program Requirements. If regular internal reviews of the program's educational quality and compliance with ACGME requirements occur, please describe the process and explain how residents and faculty are involved in the program's evaluation.
- (3) Provide a summary statement of how the institution complies with Essentials, Section II.A. regarding "Resident Eligibility and Selection" requirements and development of appropriate policies in accordance with the ACGME Institutional Requirements.
- (4) Provide a summary statement of how the institution complies with Essentials, Section II.C. regarding resident support, benefits and conditions of employment to include the details of the resident contract or agreement as outlined in the ACGME Institutional Requirements. **(Do not append** the resident contract/agreement to Section 24, but state when it is given to residents and have a copy available for verification by the site visitor on the day of the survey with the various items numbered according to the Institutional Requirements under II.C.)
- (5) Provide a detailed description of the grievance (due process) procedure that is available to residents, including the composition of the committee and mechanisms for handling complaints and grievances related to actions which could result in dismissal, non-renewal of a resident's contract, or other actions that could significantly threaten a resident's intended career development.