



Faculty of Medicine

## Postgraduate Learner Allocation Policy

<b>Office of Accountability:</b>	Postgraduate Medical Education (PGME)
<b>Office of Administrative Responsibility:</b>	Postgraduate Medical Education
<b>Approver:</b>	Postgraduate Medical Education Committee
<b>Approval Date:</b>	May 1st, 2021
<b>Review Date:</b>	May 1st, 2026

### **Overview**

The Government of Newfoundland and Labrador, through the Department of Health and Community Services (DoH), determines, and funds, the total number of postgraduate training positions available at Memorial University on an annual basis. While there is flexibility in the allocation of positions for each postgraduate training program, this must be balanced with provincial service needs, as identified through physician resource planning, capacity for educational training, and available funding. With the ever-changing health care needs of Newfoundland and Labrador, and its variable financial resources, transparency in the allocation of postgraduate training positions at Memorial University is required.

### **Purpose**

To provide oversight and guidance for the annual allocation of postgraduate training positions at Memorial University.

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### **Scope**

All postgraduate training programs at Memorial University.

### **Policy**

- 1.0** The allocation of postgraduate training positions must protect the integrity of all postgraduate training programs and address health care service directives from the DoH.
- 2.0** Annual consultations shall occur between the PGME office, program directors and the DoH, to facilitate optimal allocation of positions for each postgraduate training program for the upcoming academic year.
- 3.0** During consultations for the allocation of postgraduate training positions, the following criteria is considered:
  - 3.1** available budget to fund postgraduate training positions and the impact on funding requirements for future years;
  - 3.2** capacity of each postgraduate training program to provide effective educational training and supervision;
    - 3.2.1** capacity may be influenced by administrative infrastructure, faculty availability, access to procedures and patients, training resources, etc.
  - 3.3** postgraduate training program success;
  - 3.4** provincial demand for physician services;
- 4.0** Each year, at least one (1) first-year postgraduate training position should be available for each seat of the graduating class of the M.D. program at Memorial University (i.e. the number of positions available for allocation is approximately equal to the size of the graduating M.D. class).



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### **Procedure**

- A.0** The PGME office contacts the program director of each postgraduate training program requesting their quota of positions for the upcoming academic year.
  - A.1. Program directors must provide a detailed rationale for the number of postgraduate training positions they are requesting;
  - A.2. where possible, this number should be supported by specialty specific physician resource planning.
- B.0** The PGME office submits the allocation requests from each program to the DoH for review.
- C.0** The PGME office engages in consultations with the DoH until both parties approve the number of postgraduate training positions allocated to each program.
  - C.1. If there is an impasse in decision-making, the PGME office will consult with the Dean of Medicine.