

# LOS ANGELES GENERAL MEDICAL CENTER POLICY

		Page 1	Of 3
Subject: <b>SAFETY, FAIRNESS, AND EQUITY (SAFE) FOR POST-GRADUATE PHYSICIANS</b>	Original Issue Date: 2/25/19	Policy # <b>579</b>	
	Supersedes: 8/22/2022	Effective Date: 07/07/2023	
Policy Owner(s): Chief Medical Officer Executive Sponsor(s): Chief Executive Officer			
Departments Consulted: Chief Medical Officer Office of Risk Management	Reviewed & Approved by: Attending Staff Association Executive Committee Senior Executive Officer	Approved by:	
		Chief Medical Officer  Chief Executive Officer	

## **PURPOSE**

All residents and fellows enrolled in ACGME-accredited training programs must have a safe and supportive learning and working environment in which they are free to raise concerns, problems, grievances, and complaints, and report breaches in personal and professional standards of others. The Sponsoring Institution recognizes that physicians enrolled in ACGME training programs are potentially vulnerable to a variety of unprofessional behaviors in the learning and working environment. This policy serves to ensure that a safe learning and working environment exists for post-graduate physicians to report such concerns.

## **POLICY**

The Graduate Medical Education Committee (GMEC) of the Medical Staff at the Sponsoring Institution will ensure that multiple avenues are available for physicians in training to report concerns, including anonymously. Reported concerns will be investigated in a manner compliant with legal standards, the County Policy of Equity, the USC Policy for Equity and Diversity, and California Evidence Code 1157. Retaliation for reporting concerns is forbidden by law and County and University Policy.

The GMEC will maintain a Subcommittee for Safety, Fairness, and Equity (SAFE) that is comprised of individuals with a business need to know about confidential, sensitive personnel matters. The Subcommittee will receive complaints of a sensitive nature and investigate in parallel with investigations by law enforcement and County and/or University authorities. All matters involving allegations of sexual assault affecting physicians enrolled in ACGME accredited training program will also be investigated by members of the Violence Intervention Program (VIP), who are providers with special expertise in such investigations. The findings of the VIP investigators will be reported to the GMEC's SAFE Subcommittee. For other sensitive matters, the Subcommittee will investigate as circumstances dictate.

## **PROCEDURE**

### A. Reporting Options

Options for reporting concerns or events experienced by physicians enrolled in ACGME accredited training programs in an anonymous and/or confidential manner include, but not limited to:

1. The relevant Program Director or Associate Program Directors
2. The Designated Institutional Official (DIO)
3. The Assistant DIO for SAFE oversight in collaboration with DIO and GMEC
4. The Director of Resident Wellness
5. The Chief Medical Officer or their designee

**DISTRIBUTION: Los Angeles General Medical Center**

		Page 2	Of 3
Subject: <b>SAFETY, FAIRNESS, AND EQUITY (SAFE) FOR POST-GRADUATE PHYSICIANS</b>	Effective Date: 07/07/2023	Policy # <b>579</b>	
	Chief Executive Officer's Initials:		

6. A 24-hour hot line (323) 409-LINE maintained by the GME Office for this purpose
7. The hospital's Safety Intelligence system
8. Any member of the GMEC
9. Dean, Keck School of Medicine of USC
10. County Office of Equity
11. USC Office of Equity and Diversity
12. ACGME Office of Resident Affairs

**B. Anonymous and Confidential Reporting**

Reports via any of the options in Section A may be made confidentially or anonymously at the resident(s) request, in all matters except those in which there is a legal mandate, or a mandate by County Policy of Equity or USC Policy for Equity and Diversity to report the matter to higher authority/investigatory bodies.

**C. Investigations**

A GMEC subcommittee will be maintained that is chaired by the Assistant DIO for SAFE, and is additionally comprised, at a minimum, of the DIO (1) (*ex officio*), two (2) peer selected residents, two (2) faculty members of whom one (1) is a member of the GMEC, and one (1) member of the VIP. The Los Angeles General Medical Center CMO and the USC Associate Dean for County Affairs will also be *ex officio* members. Other members may be appointed as deemed necessary by the DIO and the Assistant DIO for SAFE. This subcommittee is authorized by the Medical Staff to conduct 1157-peer-review protected investigations of sensitive matters involving resident physicians. The subcommittee will report relevant findings to the GMEC as a standing agenda item and to other authorities (e.g., law enforcement, County or University officials) when appropriate, consistent with County and University policy.

Reports regarding resident safety, professionalism, sexual assault, violence, or other sensitive matters may come to the SAFE Subcommittee via any reporting mechanism described in section A above, or via County or University officials via the DIO or CMO. The SAFE Subcommittee will determine if a separate investigation is needed, and if so, how best to conduct it.

All reports involving allegations of sexual assault that involve a resident/fellow physician will be investigated. Such investigations will be initiated by notifying the on-call member of the Violence Intervention Program (VIP), who will conduct an expeditious investigation of the event, given their specialized expertise in such matters.

All SAFE Subcommittee investigations will be conducted under 1157-peer reviewed protections given that they are conducted on behalf of the GMEC as mandated by this Medical Staff policy. The results of such investigations will be reported to the DIO for consideration at the GMEC subcommittee, as well as to other parties as appropriate, as described in the Policy above.

If a report is received that involves a member of the Subcommittee, that individual will be recused from receipt of information, conduct of investigation, or participation in

Subject:  
**SAFETY, FAIRNESS, AND EQUITY (SAFE)  
FOR POST-GRADUATE PHYSICIANS**

Effective Date:  
**07/07/2023**

Policy #  
**579**

Chief Executive Officer's Initials:

subcommittee deliberations or recommendations, and if necessary, a temporary replacement will be assigned by the subcommittee Chair or the DIO to participate in their stead.

**REVISION DATES**

February 19, 2022; August 22, 2022; July 7, 2023