**Background:**
The purpose of this policy is to ensure appropriate development, review and approval of all Medical Education Policies.

**Policy:**
To ensure consistency throughout HFHS, medical education policies are developed at a system-wide level, whenever possible. Hospital and program-specific policies are developed to meet specific requirements.

**System & Hospital Policies.** The Shared Governance Team, comprised of the Vice President of Medical Education and all HFHS Designated Institutional Officials and Administrative Directors, is responsible for system and hospital-specific policy development, approval, and compliance. Additionally, each Hospital’s Graduate Medical Education Committee(s) reviews, provides input and approves medical education policies. The policies are designed to meet the requirements of accrediting organizations and are consistent with HFHS corporate policies.

Policies are reviewed, revised, if necessary, and re-approved every three years on the approval anniversary. New policies are drafted, reviewed, and approved as necessary.

All approved policies are posted in the OneHenry policy portal.

**Program Policies.** Program-specific policies are developed, reviewed and approved within the program or department.