



GME Program Approval Procedures

- 1) The residency or fellowship program must be approved by the appropriate accrediting body where one exists and by the sponsoring hospital's GME committee.
- 2) The Chairperson of the Brown Department sponsoring the program must request approval for the use of the Medical School name in writing from the Dean of the Medical School by submitting an [Approval Request Form](#) along with the application submitted to your institute's GMEC. For residency and fellowship programs seeking status in more than one department (e.g., Combined Medicine/Pediatrics), both chairs will be responsible for communicating with the Dean. Send the completed application to Mathew Bolton (mathew_bolton@brown.edu).
- 3) In the case that approval is granted, the Dean of the Medical School will sign an agreement granting authority to use the Medical School name by the applicant GME program. The Chairperson is expected to acknowledge the policy guidelines governing affiliation, which will be included with agreement.

Please contact Mathew Bolton (mathew_bolton@brown.edu) with questions.