

GME Strategic Manpower Committee

New Strategic Priority Requests

The GME Strategic Manpower (SMP) Committee is responsible for reviewing all program funding requests to expand residency and fellowship programs or to create new programs. Committee members include the GME Designated Institutional Official (DIO), Chief Medical Officer (CMO), Chief Executive Officer (CEO), CMO's Business Manager, GME Business Manager, MUHA's Chief Financial Officer (CFO), and the College of Medicine's Associate Dean of Finance and Fiscal Analyst.

The Committee meets annually in October to hear each funding request and to determine which to approved and move on to the GMEC for a consideration and approval. All programs requests should be submitted to the CMO's Business Manager no later than September 30th.

All GME funding requests should completed using the following items (see Forms section):

1. [GME PowerPoint Presentation Template](#)- Description of the Request

- Strategic summary
 - Is position in MUSC Health a strategic priority area?
 - Explain how position enhances a strategic priority area
- Summary of financials
 - Current vs. expected volume
 - Current vs. expected contribution margin increase
 - Expected cost savings
 - Return on Investment
- Program specifics
 - Duration of residency program
 - # of residents
 - Duration of funding (ongoing vs. temporary)
 - Source of funding (MUHA, VA, internally, outside sources)

2. [GME Pro Forma Template](#) (Description of Funding)

Read the Instructions tab, shown in green, before completing GME Pro Forma template.

- Metrics: Incremental increase in contribution margin should reflect the hospital increases, not professional. Mabel Dawson dawsom@musc.edu or Dawn Aguilar (aguilard@musc.edu) can help provide this information.
- Expenses: Resident salary and fringe, GME Benefits/Expenses, ACGME Annual/Application Fee, and NRMP Fee should be provided by Glenda Inabinet (inabineg@musc.edu).
- GME Funds Flow Expenses: GME Funds Flow Expense rows will be automatically calculated once the GME Support Calculator tab is complete. Instructions (green tab) are provided on how to complete the GME Support Calculator tab. For additional guidance, please contact Elicora Vereen (vereene@musc.edu) or Glenda Inabinet (inabineg@musc.edu)

GME SMP Committee Presentation:

- Copies of each submission will be provided to the Committee prior to the meeting
- The current or prospective Program Director should attend to briefly present the request.
- GME SMP Committee decisions will be made in writing by the CMO.