GMDC

Public Disclosure Policy

Policy Number	**ORG 4.3**
Policy Type	Organisational
Policy Owner	Grenada Medical and Dental Council
Approval Authority	GMDC Governing Body
Originally Issued	Approved January 20, 2022 Effective February 1, 2022
Contact Person/ Office	Dr. Michelle Peters-George (accreditation@gmdc.gd)

Public Disclosure Policy

I. Who Should Read This Policy?

a. Applicant and accredited member institutions
b. Members of the Governing Body of GMDC
c. Related Regulatory Bodies/Organizations
d. Persons with an interest in GMDC procedures.

II. Rationale

GMDC understands its obligation to be transparent to all stakeholders and persons with an interest in its work. The Public Disclosure Policy ensures that the steps to disclosing accreditation actions are clearly delineated to the public. Similarly, the obligations of disclosure for a medical school accredited by GMDC must also be known to the public. GMDC is committed to maintaining the integrity of the accreditation process.

III. Policy Statement

The Grenada Medical and Dental Council (GMDC) discloses information to the public concerning its standards, policies, procedures, and guidelines as well as the status of accredited medical education programmes and programmes seeking candidacy. Further, GMDC notifies medical schools, oversight entities, and the public about the accreditation decisions made by the Governing Body. If a medical school makes a public disclosure of its GMDC accreditation status, it must disclose that status accurately and in accordance with this policy. Such disclosures serve to establish accountability and to promote trust in the quality of medical education in Grenada.

GMDC publishes the documents noted above, which include but are not limited to the *Accreditation Standards* and the *Accreditation Procedures Manual: Medical Schools* as well as relevant policy statements and guidelines on its website at https://gmdc.gd/.

IV. GMDC Disclosure of Accreditation Actions

Within thirty (30) days of the Governing Body's determination concerning a programme's accreditation status, GMDC sends the decision letter to the Chief Academic Official (CAO) of the medical school. Final accreditation actions for

medical education programmes are posted on the GMDC website in a timely manner. However, the action is not disclosed to the public until the decision letter has been sent to and received by the medical school.

In the event of an accreditation action for probation or the denial or withdrawal of accreditation, the medical school can decide to request that GMDC reconsider the decision to place a programme on probation or to file an appeal for a decision to deny or withdraw a programme's accreditation. In the instance of probation, denial or withdrawal of accreditation, the programme's current accreditation status will remain until a final decision is rendered at the conclusion of the request for reconsideration process or the appeal process. Actions to place a programme on probation or to deny or withdraw accreditation from the programme are not disclosed to the public until final. Additional details can be found in the *Reconsideration and Appeals Policy Statement*.

GMDC also notifies the appropriate accrediting agencies and oversight bodies, such as the World Federation for Medical Education (WFME) and the National Committee on Foreign Medical Education and Accreditation (NCFMEA), as well as the public of accreditation actions taken by GMDC in accordance with the *GMDC Accreditation Procedures Manual: Medical Schools*.

A summary of accreditation decisions is made available to the public in the form of a Statement of Accreditation Status (SAS), which displays the period of accreditation granted to a medical education programme and a brief history of recent actions taken by the Governing Body. The SAS is available on GMDC's website, and each accredited programme is listed under the name of the associated medical school.

GMDC notifies Grenada's Ministry of Education and the Ministry of Health of its accreditation decisions and prepares an accreditation statement for publication in the Government Gazette.

Additional information concerning GMDC's decision-making process concerning accreditation actions is detailed in the *GMDC Accreditation Procedures Manual: Medical Schools* and the *Accreditation Decision Policy*, which are posted on the GMDC website.

V. Standards, Procedures, Policies, and Guidelines

GMDC is committed to ensuring that it provides up-to-date and accurate information regarding its activities and publications. GMDC's website posts the names and titles of its principal staff and as well as relevant information concerning members of the Governing Body. GMDC also publicly discloses information concerning its standards, policies, procedures, and guidelines on its website. Any announcements concerning

changes approved by the Governing Body or updates that effect the accreditation process are posted to GMDC's website in a timely manner. The *Review of Accreditation Standards Policy*, which also addresses changes to GMDC policies and guidelines, provides additional information.

VI. Responsibilities of Medical Schools in Disclosure of GMDC Accreditation Actions

Should a medical school decide to disclose the accreditation action or its accreditation status, it must ensure that the action or status are presented accurately. Misleading or incorrect information must be corrected and/or clarified immediately. If not, GMDC may choose to release a statement and publish the full action to correct or clarify the misleading or incorrect information. In addition, as indicated in *GMDC Accreditation Procedures: Medical Schools*, if GMDC determines that a medical school has knowingly supplied false or misleading information, GMDC could decide to reconsider the medical education programme's accreditation decision and/or period of accreditation.

In the event of a probation, denial, or withdrawal of accreditation, the medical school is obligated to notify all students enrolled, those newly accepted for enrollment, and those seeking enrollment, of this accreditation decision within ten (10) calendar days following receipt of the final GMDC decision letter informing the institution of its accreditation status. If the medical school files for reconsideration or appeal of the action, the notice must be issued after the final decision regarding the reconsideration or appeal.

No statement may be made by a medical school about the possible future accreditation status with GMDC (e.g., "*School is seeking accreditation from GMDC for its medical education programme and expects to be accredited within the next eighteen months*").

Questions concerning GMDC's policy statement on *Public Disclosure of Accreditation and Accreditation Actions* should be sent to the Accreditation Secretariat at admin@gmdc.gd

Related Policies

- Integrity and Transparency Policy
- Appeals and Reconsideration Policy
- Accreditation Decisions Policy
- Accreditation Procedures Manual