MEMORANDUM

To: Dermatology Program Directors
   Dermatology GME Community

From: Sandra Benitez, Associate Executive Director
   Review Committee for Dermatology

Date: June 20, 2018

Re: Next Resident Member of the Review Committee for Dermatology

The Review Committee is requesting nominations for its next resident member.

Qualifications of the Resident Member
Nominees must be enrolled in a residency program at the time of the appointment, and may not serve more than one year beyond completion of residency.

Residents must be current clinical PGY-2-3 during 2018-2019 academic year.

Resident members may not serve on two Review Committees simultaneously and must not be from the same institution as another current member. A maximum of two Review Committee members from the same state is allowed at any one time. Currently, these are:

University of Mississippi, Jackson, Mississippi
University of California San Francisco, California
Geisinger Medical Center, Danville, Pennsylvania
Marshfield Clinic, Marshfield, Wisconsin
University of Iowa College of Law, Iowa City, Iowa
North Shore-LIJ Health System, Manhasset, New York
University of Miami Miller SOM, Miami, Florida
Mount Sinai Beth Israel Cancer Center, New York, New York
Advanced Dermatology Associates, Ltd., Emmaus, Pennsylvania
Society of Teachers of Family Medicine, Leawood, Kansas
Northwestern Medicine, Chicago, Illinois
Dermatopathology Associates, Newton, Massachusetts
Responsibilities of the Resident Member
The resident member participates as a full voting member in all Review Committee activities, including program review and policy discussion. The resident member is subject to compliance with the same confidentiality, conflict of interest, duality of interest, and fiduciary responsibility policies of the other members. The resident member must be able to devote 10-15 hours to program review before each Review Committee meeting.

The resident member is also a member of the ACGME Council of Review Committee Residents (CRCR). The CRCR is composed of the resident members of each Review Committee, and is an important part of the ACGME because it provides valuable input and feedback to the ACGME Board of Directors about matters related to residents and fellows, graduate medical education, and accreditation from the resident perspective. The CRCR meets twice a year; dates are listed below.

Note: It is the responsibility of the resident member’s program director to ensure the resident will have the necessary time to review programs, attend Review Committee and CRCR meetings, and participate in activities of the Review Committee and the ACGME as is required for Review Committee members. While this nomination is for a term that officially begins July 1, 2019, the resident/fellow will start activities six months prior to that start date to participate in a formal orientation meeting and observe one Review Committee meeting.

To Submit a Nomination
Please submit the following required documents:

- Resident’s Personal Statement
- Residents Curriculum Vitae
- Letter of support from the nominee’s program director ensuring he or she will have sufficient time to review programs, attend Review Committee and CRCR meetings, and participate in activities of the Committee and the ACGME as expected.

E-mail completed nominations by August 24, 2018 to Sandra Benitez, sbenitez@acgme.org. A member of the Review Committee staff will confirm the nomination has been received.

Resident candidates will be notified of the Review Committee’s selection by e-mail after confirmation by the ACGME Board of Directors.
**Additional Information**
The Review Committee meeting dates for 2019 are as follows:

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<th>Review Committee meeting (to observe)</th>
<th>April 12, 2019</th>
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<td>Two Review Committee meetings per year (Chicago, Illinois)</td>
<td>January and April</td>
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CRCR meetings are all-day sessions, and the resident member will have to schedule travel plans accordingly, including flying to Chicago before and flying out following the meeting.

| Two CRCR meetings per year (Chicago, Illinois) | September and May |

All travel and meeting-related expenses are covered by the ACGME.

Learn more about the ACGME at [www.acgme.org](http://www.acgme.org). Information specific to the Review Committee is on the Dermatology section of the ACGME website ([http://www.acgme.org/Specialties/Overview/pfcatid/3](http://www.acgme.org/Specialties/Overview/pfcatid/3)).

Contact Associate Executive Director Sandra Benitez, [sbenitez@acgme.org](mailto:sbenitez@acgme.org), with specific questions.