

## MEMORANDUM

TO: Larry Faulkner, MD  
President and CEO, American Board of Psychiatry and Neurology

Catherine Rydell, CAE  
Executive Director and CEO, American Academy of Neurology

Neurology Program Directors

FROM: Louise Castile, MS  
Executive Director, Review Committee for Neurology

DATE: June 11, 2018

RE: Next Resident Member of the Review Committee for Neurology

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

### Qualifications of the Resident Member

Nominees must be enrolled in a residency or fellowship program at the time of the appointment, and may not serve more than one year beyond completion of residency or fellowship. The resident member's term is two years. Upon completion of this two-year term, the resident member may not be appointed again to the same Review Committee.

Resident members may not serve on two Review Committees simultaneously, and must not be from the same state or institution as another member of the Committee. Currently these include:

David Geffen School of Medicine at UCLA Los Angeles, California	Duke University Durham, North Carolina
Mayo Clinic Florida Jacksonville, Florida	University of Nebraska Medical Center Omaha, Nebraska
Emory University School of Medicine Atlanta, Georgia	Weill Cornell Medical Center New York, New York
University of Iowa Iowa City, Iowa	University of Rochester School of Medicine and Dentistry Rochester, New York
Boston Children's Hospital/Harvard University Boston, Massachusetts	Baylor College of Medicine Houston, Texas
Michigan State University East Lansing, Michigan	West Virginia University Morgantown, West Virginia

### 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, and fiduciary

responsibility policies as the other members. Resident members must be able to devote an estimated 15-20 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 and Recognition 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 program director of the resident member's residency to ensure the resident will have the time necessary to review programs, attend Review Committee and CRCR meetings, and participate in activities of the Review Committee and the ACGME as required for Review Committee members. While this nomination is for a term that officially begins July 1, 2019, the resident/fellow will begin participating in activities three months prior to that start date in order to observe one CRCR and one Review Committee meeting.*

#### **Additional Information**

The Review Committee meeting dates for 2019 are as follows:

Review Committee meeting to observe	April 4-5, 2019
Two Review Committee meetings per year held in Chicago, Illinois	January and April

CRCR meetings are all-day sessions, and the resident member will have to schedule travel plans accordingly, including flying to Chicago on the day before and flying out the evening of the meeting.

Two CRCR meetings per year held in Chicago, Illinois	September and May
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All travel and meeting-related expenses are covered by the ACGME.

Information about the Review Committee for Neurology, as well as the ACGME, can be found at [www.acgme.org](http://www.acgme.org). Policies and Procedures for Review Committees are located in the *ACGME Manual of Policies and Procedures*, found in the 'About Us' section of the website.

Contact Senior Accreditation Administrator Tiffany Hewitt, [thewitt@acgme.org](mailto:thewitt@acgme.org), with specific questions.