

Spring 2005

## ACGME Case Logs

Effective July 1, 2004, the RRC required all Allergy and Immunology programs to use the ACGME Web case log system for the documentation and collection of cases and procedures. In addition, the RRC requires that residents identify three categories for documentation purposes. Program Directors should perform internal audits in order to verify that the ACGME data system is being utilized by residents correctly. At the time of a site visit, the field staff will ask the program director how the data is compiled and will check the log in the PIF for internal consistency. In addition, field staff will ask the program director, faculty, residents and coordinators how they keep the records. The records will be reviewed with the PIF and site visitor report.

If anyone needs assistance with data entry, the Help Desk at ACGME is available to assist both program directors and residents. Please call 312-755-7464. A PDA version is available for \$25 per resident.

## Resident Surveys

The ACGME has started the second wave of resident surveys. Programs with greater than 4 active residents are required to participate. The questions were refined based on feedback and changing common program requirements. Some programs will be completing the survey for a second time. Please note that the survey is not linked with a program's site visit. However, the site visitor will have access to the last site survey at the time of the site visit. Program

directors can access the responses as well. For questions related to the resident survey, contact us at [ResSurvey@acgm.org](mailto:ResSurvey@acgm.org).

## Program Director Approval

Eleven new program directors were approved at the last meeting of the RRC for Allergy and Immunology.

## Program Requirement Changes

A subcommittee has been appointed to revise the program requirements for allergy and immunology. All program directors will have an opportunity to review and comment once the draft is complete. In late spring, the RRC will send a blast email to all program directors asking for comments.

## Parker Palmer Award

The prestigious Parker Palmer Award aka the Courage to Teach Award is presented every February to outstanding program directors for demonstrating excellence in graduate medical education. The newly established Courage to Lead Award is given to outstanding Designated Institutional Officials. Consider nominating a colleague for either of these extraordinary awards. The deadline for the 2006 recipients is June 15, 2005. More information can be found at the ACGME web site.

## Shortened Version of the PIF

Just a reminder that there is a shortened version of the PIF available for select Allergy and Immunology programs. This short form is

only available to programs with a positive accreditation status. The following four criteria must be met in order to use the short form. The program director will be asked to verify the following criteria in writing. The criteria are as follows

1. An Allergy and Immunology program currently designated as Full Accreditation or Continued Full Accreditation for a review cycle of 4 or more years.
2. No proposed major change (s) in institutional status such as pending multi-institutional merger or an adverse institutional review or sponsorship change, etc.
3. No change in both the Division Chief and A&I Training Program Director (either can change but not both, unless it is an A&I TPD becoming the new department chair and assigning the A&I TPD duties to another faculty) since the last RRC review.
4. Have successfully addressed all citations and requests from the RRC.
5. Send a request to the RRC for Allergy and Immunology to use the short form.

## Attention to the PIF

When submitting the PIF, please take particular notice that the Table of Contents must be included and each page of the document should be numbered consecutively.

The RRC is requesting that all applications contain a copy of the duty hour policy for the allergy and immunology division. The copy should be attached, according to PIF directions.

## Deployment

The RRC must be notified if a program director has been deployed. The notification should indicate the expected length of deployment, the name of the interim program director, and assurance that sufficient faculty remain for resident education.

## ACGME Competencies

The ACGME timeline for implementing the Competency/Outcomes Project indicates that the RRCs are expected to begin issuing citations with consequences and making suggestions for improvement. Full integration of the competencies and their assessment with learning and clinical care should be in place by July 2006.

## Web ADS Administrative Update

A new feature in Web ADS will enable programs (PDs, Coordinators and DIOs) to access RRC notification letters retrospective to meetings after July 1, 2004. Copies of letters prior to that date will need to be requested through the RRC staff.

## Residency Review Committee

Paul Greenberger, MD (chair)  
A. Wesley Burks, MD (vice-chair)  
Vincent Bonagura MD  
Laurie Smith, MD  
Dean Metcalfe, MD  
Bryan Martin, MD  
George Green, MD  
J. Andrew Grant, MD  
Weily Soong, MD (resident)  
John Yunginger, MD (ex-officio)

## RRC Staff

### **Please note the staff changes\***

Patricia B. Levenberg, PhD, Executive Director  
(312.755.5048 e-mail:  
plevenberg@acgme.org)

\*Eileen Anthony, Senior Accreditation

Administrator (312.755.5047 e-mail:  
\*EAnthony@acgme.org)  
Linda Roquet, Secretary (312.755.5494 e-  
mail: lroquet@acgme.org)

Please note that we must establish cut-off dates for each meeting to ensure an orderly and efficient meeting. Please note these deadlines in the event you have submissions for future R.R.C. meetings; **September 2005 meeting deadline for materials is Friday, August 5, 2005 and Friday December 16, 2006 for the February 2006 meeting.**

We understand that emergencies occur and we will be sensitive to your needs in these situations. However, routine agenda items will be held for the next meeting after these cut-off dates.

Mailing Address:  
RRC for Allergy and Immunology  
515 North St., ACGME, Suite 2000  
Chicago, IL 60610

We invite your comments:  
[plevenberg@acgme.org](mailto:plevenberg@acgme.org)