



Accreditation Council for
Graduate Medical Education

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Memorandum

To: Vascular Surgery Program Directors

From: Executive Director
Residency Review Committee for Surgery
312 755-5499

Date: May 23, 2006

Re: Guidelines to Prepare Proposals for the Vascular Surgery 3+3 and Integrated
Residency Program Formats

Many of you have called recently with questions about the required documentation to request either of the new educational formats outlined in the July 1, 2006 Program Requirements. Those Guidelines are attached for your information.

1. Please submit a modified PIF, in triplicate, containing the information in the guidelines.
2. The paper submission will be reviewed by the RRC and four actions may be taken:
 - a. Approved. The formal letter of approval will follow.
 - b. The action may be deferred and additional information will be requested. The deadline for submission will be stated.
 - c. The action may not be approved and the reasons will be stated.
 - d. A site visit may be requested in some situations.
3. You also may elect to develop your new curriculum more slowly and make the request at the time of your next site visit. The requested information outlining the proposal for either format must be included in the site visit report if you decide to wait.
4. *Clearly state in the cover letter what you are requesting and have this letter co-signed by the DIO. Proposals submitted without this signature will not be processed.*

The RRC meets three times each year and the deadline dates for submission are published on the ACGME website under the RRC Surgery. Should you need assistance, please call.