

RRC NEWS

SURGERY



ACGME

Accreditation Council for Graduate Medical Education

MAY 2010

REVIEW COMMITTEE MEMBERS

TIMOTHY R. BILLIAR, MD
 PATRICE G. BLAIR, MPH, EX-OFFICIO
 G. PATRICK CLAGETT, MD
 ADELIN M. DELADISMA, MD, RESIDENT
 PETER J. FABRI, MD
 LINDA M. HARRIS, MD
 JAMES C. HEBERT, MD
 GEORGE W. HOLCOMB, III, MD
 FRANK R. LEWIS, MD, EX-OFFICIO
 MARK A. MALANGONI, MD
 J. PATRICK O'LEARY, MD, VICE CHAIR
 MARSHALL Z. SCHWARTZ, MD
 CHARLES W. VAN WAY III, MD
 MARC K. WALLACK, MD
 THOMAS V. WHALEN, MD, CHAIR

RRC STAFF

PEGGY SIMPSON, EdD
 EXECUTIVE DIRECTOR
 312.755.5499
 PSIMPSON@ACGME.ORG

CATHY RUIZ, MA
 SENIOR ACCREDITATION ADMINISTRATOR
 312.755.5495
 CRUIZ@ACGME.ORG

ALLEAN MORROW-YOUNG
 ACCREDITATION ASSISTANT
 312.755.5038
 AMH@ACGME.ORG

ACGME
 515 NORTH STATE STREET
 SUITE 2000
 CHICAGO, ILLINOIS 60654
 WWW.ACGME.ORG

RRC NEWS PROVIDES REVIEW COMMITTEE AND ACGME UPDATES. PLEASE CONTACT THE EDITOR WITH QUESTIONS OR COMMENTS ABOUT THIS NEWSLETTER: MSCHWAB@ACGME.ORG.

Accreditation Decisions - February, 2010

Surgery	
Initial Accreditation	3
Continued Accreditation	24
Confirm Probation	1
Propose Probation	4
Propose Withhold Accreditation	2
Propose Withdrawal	1
Other Administrative Decisions	22
Vascular Surgery-Independent	
Initial Accreditation	1
Continued Accreditation	6
Other Administrative Decisions	1
Vascular Surgery-Integrated	
Initial Accreditation	3
Propose Withhold Accreditation	1
Surgical Critical Care	
Initial Accreditation	2
Continued Accreditation	5
Propose Probation	1
Pediatric Surgery	
Defer Initial Accreditation	1
Continued Accreditation	4
Other Administrative Decisions	1

Clarifying the Review and Comment Period for Program Requirement Revisions

The program requirements for Surgical Critical Care will be available for Review and Comment in June 2010.

Suggested revisions to program requirements are made available to the community of interest for a period of public comment built into the revision process for a given set of requirements.

MEETING AND AGENDA CLOSING DATES

MEETING:	JUNE 24-25, 2010
AGENDA CLOSED:	APRIL 15, 2010
MEETING:	OCTOBER 28-30, 2010
AGENDA CLOSING:	AUGUST 19, 2010
MEETING:	FEBRUARY 24-25, 2011
AGENDA CLOSING:	DECEMBER 15, 2010
MEETING:	JUNE 23-24, 2011
AGENDA CLOSING:	APRIL 14, 2011

The development or revision process for program requirements, which can take up to 24 months to complete, includes an opportunity for members of the public—the community of interest—to review the proposals and provide comments and feedback. The groups which constitute the community of interest, per ACGME Policy, are: member organizations of the ACGME; organizations that nominate candidates for Review Committee membership; designated institutional officials (DIOs); chairs and executive directors of each Review Committee; program directors in the specialty. These groups, as well as any additional specialty organizations identified at the discretion of the Review Committee whose requirements are in-process, are notified of the public comment period via the ACGME's weekly e-Communication when the proposed requirements (as well as an Impact Statement) are posted.

The length of the period of public comment is 45 days (for major revisions to existing requirements, new requirements, and focused revisions) from the date of the e-Communication announcement. In the case of focused revisions, only comments regarding the portions being changed, and not on the document in whole, will be accepted. The proposed document stays posted on the ACGME website for one full month after the deadline for comments. Extensions to the comment period or consideration of comments received after the 45 days have passed are made at the discretion of the Review Committee. After the month has passed, the document is moved to the archives section of the webpage, where it remains until the final requirements are approved by the ACGME Board of Directors.

The Review Committee evaluates all comments received and decides which suggestions will be incorporated into the final proposal. Comments received are kept confidential, and are only viewed by members of the Review Committee and the ACGME Committee on Requirements. All comments are addressed, whether accepted or declined, in a document submitted with the final proposed requirements to the ACGME.

All requirements posted for review and comment can be found on the ACGME website (www.acgme.org), by selecting the left-hand links to "Review and Comment" --> "Program Requirements". Posted along with all current documents are the deadlines for comments and the e-mail address to which comments should be submitted.

Progress Reports to the Review Committee

The Review Committee reminds program directors that progress reports should only be submitted for review upon request, as noted specifically in the accreditation notification letter. The Committee will not review unsolicited progress reports. Such reports will be administratively acknowledged with no further action. It is also important to note that the Review Committee does not rescind (remove) citations from a program's history upon review of a (requested) progress report. A progress report should update the Committee on how the program is addressing those areas identified for comment in the Committee's request for the report. Citations can only be identified as corrected at the time of a full program review when they are thoroughly evaluated through the site visit and review of accreditation materials.

ACGME Policy on Outside Vendors

Intermittently, the ACGME is made aware of an increased effort by software vendors, accreditation consultants, former employees, former Review Committee members, and other organizations, to solicit business from ACGME-accredited residency/fellowship programs and sponsoring institutions. Please know that the ACGME does not endorse any vendors of software, newsletters, educational services, consulting services or other products. We provide no information to these entities other than that which is publicly available on our website (accessed by going to: www.acgme.org; clicking "Search Programs/Sponsors"; clicking "Accredited Programs"; selecting the specialty/program; then click "View Details" to see the program's contact information and general information about the accreditation, e.g., accreditation status and approximate of next site visit). Services provided by these outside vendors have no guarantee in regards to a program's accreditation status.

Resident Complement Changes

Resident Complement changes must be requested through the Accreditation Data System (ADS). The Review Committee for Surgery approves resident complement in total, by PGY, and by type. Should a program wish to make any change to its resident complement, it must first be approved by the Committee. ACGME staff is available if you have questions about this process.

Participating Site Changes

The Committee reminds programs that all rotations taking place outside of the sponsoring institution must have a Program Letter of Agreement (PLA).

Additionally, the Review Committee must pre-approve any participating site change for surgical critical care, pediatric surgery, and vascular surgery. General surgery programs must receive advance Committee-approval for assignments of sixth months or more at participating non-integrated sites, and for all changes at integrated sites. The FAQ about agreements can be viewed online at www.acgme.org/acWebsite/about/ab_FAQAgreement.pdf.

Accreditation Data System (ADS)

The ACGME's online ADS alerts the Review Committee to program changes. Program directors should update ADS to:

- notify the Committee of any changes in their programs (e.g., new program director or adding or deleting a site);
- request a change that requires RRC Committee approval (e.g., increase in resident complement);
- submit the academic year "Annual Update" (ADS staff will notify the program director and DIO via e-mail of the deadline for updating faculty and resident rosters); and
- prepare for an upcoming site visit (ADS will populate many sections of the PIF *for you* with the data entered in the annual update).

Address any questions or concerns about ADS to the ADS representative for surgery, Quinn White: webads@acgme.org. Be sure to include your program number in the subject line when contacting Mr. White for assistance.

Requests for Voluntary Withdrawal Must be Done through ADS

ACGME policy permits a program or sponsoring institution to request voluntary withdrawal of accreditation when a decision has been made by that program or institution to discontinue participation in ACGME accreditation. Requests for voluntary withdrawal of accreditation must be submitted using the Accreditation Data System (ADS). Review Committee staff will not accept letters requesting this action sent directly to them. The program director initiates the request within ADS by answering a series of questions, including: the proposed effective date which should coincide with the end of the current academic year; the reason for program closure; and a plan to place all active residents in other programs. Once submitted, ADS automatically generates an e-mail to the Designated Institutional Official (DIO) requesting approval. Once the DIO approves the request, ADS notifies the Review Committee staff. After a staff member processes the request, the program director and DIO receive official notification, and the accreditation status is changed to voluntary withdrawal.

DIO approval of this request for voluntary withdrawal of the program or sponsoring institution finalizes the request, which means the program:

1. may not accept new residents/fellows
2. may not request "reversal" of the action
(*regardless of the proposed effective date*)

The program or institution *may seek* accreditation at a future date by undergoing the application process pursuant to ACGME policy. See "How to Apply for Accreditation in Seven Easy Steps" on the Program Director & Program Coordinator area of the ACGME Website (www.acgme.org/acWebsite/home/Accreditation_Application_Process.asp) for an overview.