

June 11, 2019

TO: Osteopathic Neuromusculoskeletal Medicine Community

FROM: Tiffany Moss, MBA  
Executive Director, Osteopathic Accreditation

RE: Next Resident Member of the Review Committee for Osteopathic  
Neuromusculoskeletal Medicine

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The Review Committee for Osteopathic Neuromusculoskeletal Medicine is requesting nominations for its next resident member, for a two-year term that will begin July 1, 2020.

**Qualifications of the Resident Member**

The resident member must be enrolled in an ACGME-accredited osteopathic neuromusculoskeletal medicine residency program on or prior to the start of his or her term on Review Committee, and may not serve more than one year beyond completion of the residency program.

The resident member may not serve on two Review or Recognition Committees simultaneously, and must not be from the same metropolitan area or institution as other members of the Review Committee. Additionally, no more than two members of the Committee may be from the same state. Currently these include:

- University of New England - Biddeford, Maine
- International Travel Medicine, LLC - Tulsa, Oklahoma
- Newman Osteopathic & Wellness – Wilton Manors, Florida
- Touro University - Vallejo, California

*Nominations from Maine cannot be considered at this time, because two current members of the Review Committee are from the state.*

**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 the same Confidentiality, Conflict of Interest, Duality of Interest, and Fiduciary Responsibility policies as all other members. The resident must work on projects as the need arises.

The resident member must be able to devote five to 10 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), which is composed of the resident members of each Review and Recognition Committee, and is very important to the ACGME because it provides valuable input and feedback to the ACGME Board about matters related to residents,

graduate medical education, and accreditation. The CRCR meets twice a year; dates are listed below.

*Note: It is the program director's responsibility to ensure the resident member will have sufficient time to review programs, attend Review Committee and CRCR meetings, and participate in activities of the Review Committee and the ACGME as expected. While this nomination is for a term that begins July 1, 2020, the resident/fellow will start orientation/observation activities six months prior to the official start date, including a formal orientation meeting and observation of one Review Committee meeting.*

### **Selection of Next Resident Member**

The Committee will review nominations in September 2019 and forward its selection to the ACGME Board of Directors for approval at its next meeting.

### **To Submit a Nomination**

Interested residents must submit a statement describing their interest in and qualifications for serving on the Review Committee to their program director, along with a current curriculum vitae.

The program director must submit the resident's statement of interest and curriculum vitae, as well as a letter of recommendation 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 nominations **by September 3, 2019** to Executive Director Tiffany Moss: [ONMM@acgme.org](mailto:ONMM@acgme.org). A member of the Review Committee staff will confirm your nomination has been received.

Anyone who submits a nomination will be notified of the selection by e-mail after confirmation by the ACGME Board of Directors.

### **Additional Information**

The selected resident member will attend the Review Committee meeting on April 9, 2020 for observation. There will also be a half-day New Member Orientation prior to the September 10, 2020 meeting.

Review Committee members must use electronic systems for reimbursement of expenses and many accreditation activities (e.g., program reviews). The resident member will travel two to three times per year to meet as a member of the Committee. These meetings last for one to two days. All related travel and meeting expenses are covered by the ACGME.

CRCR meetings are also all-day sessions, requiring similar travel arrangements.

Information about the Review Committee for Osteopathic Neuromusculoskeletal Medicine and 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).

Please contact Executive Director Tiffany Moss with specific questions: [ONMM@acgme.org](mailto:ONMM@acgme.org).

**IMPORTANT DATES:**

Nominations Due	September 3, 2019	
Review Committee Meeting (Observing)	April 9, 2020	Chicago, Illinois
<b><i>Resident Member Term Begins</i></b>	<b><i>July 1, 2020</i></b>	
Review Committing Meeting	September 10, 2020	Chicago, Illinois
CRCR Meeting	September 27-28, 2020	Chicago, Illinois
Review Committee Meeting	January TBD, 2021	Chicago, Illinois
Review Committee Meeting	April TBD, 2021	Chicago, Illinois
CRCR Meeting	May TBD, 2021	Chicago, Illinois
Review Committee Meeting	September TBD, 2021	Chicago, Illinois
CRCR Meeting	September TBD, 2021	Chicago, Illinois
Review Committee Meeting	January TBD, 2022	Chicago, Illinois
Review Committee Meeting	April TBD, 2022	Chicago, Illinois
<b><i>Resident Member Term Ends</i></b>	<b><i>June 30, 2022</i></b>	