



## ACGME Barbara Ross-Lee, DO Diversity, Equity, and Inclusion Award Nomination Form for Programs



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Nominator(s), Name(s), Address(es), and Email(s), Relationship to Program:

[Click here to enter text.](#)

Primary Contact Person's Name

[Click here to enter text.](#)

Primary Contact Person's Email Address:

[Click here to enter text.](#)

Program Name/Specialty:

[Click here to enter text.](#)

Chair's Name:

[Click here to enter text.](#)

Chair's Email Address:

[Click here to enter text.](#)

Program Director's Name:

[Click here to enter text.](#)

Program Director's Email Address:

[Click here to enter text.](#)

## Checklist for Nomination Materials

### Eligibility Requirements

- Nominees must not have been a previous recipient of the award, although different programs within a previously recognized Sponsoring Institution remain eligible to apply.
- Nominee can be a recognized department that has at least one ACGME-accredited program.

### Nomination Instructions

Submit the following items to complete a nomination:

- A completed nomination form
- Four **signed** letters of support (only four letters; additional letters will not be considered)
- Complete description of the graduate medical education (GME)-, program-, or department-led effort to address increasing diversity, equity, and inclusion in GME or pre-GME.** This may include efforts directed toward:
  - Increasing recruitment and retention of diverse individuals at single or multiple points in the pathway (pre-residency learners, GME learners (residents/fellows), faculty members, or GME staff members); and/or,
  - Approaches to ensuring an inclusive, equitable, and civil clinical learning environment.
- Detailed description of the novelty of the approach and assessment of the impact of the intervention to date, to include:
  - Numbers of individuals affected;
  - Evidence of success in achieving the goals of the innovation(s);
  - Suitability for scalability or portability to other programs, institutions, or specialties;
  - Testimonial of learners, residents/fellows, or faculty members affected by the innovation; and,
  - Any external recognition, publication reference, or media coverage of the innovation(s).

Scan the required components noted above and send in one PDF file via email to [diversity@acgme.org](mailto:diversity@acgme.org) by **Wednesday, March 15, 2023, at 5:00 p.m. Central Time**. Material received in piecemeal or that includes unsigned letters will not be accepted.

### About the Letters of Support

- Letters must provide concrete examples of how the nominee has fulfilled the required elements described above.
- Letters should be addressed to ACGME Awards Committee.
- One of the letters must be from current residents/fellows.
- One of the letters must be from a program director.
- One of the letters must be from the designated institutional official or chair of the Graduate Medical Education Committee.
- The remaining letter may come from another person(s) involved in GME who can attest to the nominee's impact on improving diversity and inclusion.
- Comments from a group (faculty members, residents/fellows, program coordinators, etc.) should be compiled into one "group letter." **No more than four letters of support for each nominee will be considered.**

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Describe how the program increases recruitment and retention of diverse individuals at single or multiple points in the pathway (pre-residency learners, residents/fellows, faculty members, or GME staff members). *(500 word maximum)*

[Click here to enter text.](#)

Describe how the program ensures an inclusive, equitable, and civil clinical learning environment. *(500 word maximum)*

[Click here to enter text.](#)

How does the program engage its physician workforce to address health care inequities at the local, regional, and/or national level(s)? *(500 word maximum)*

[Click here to enter text.](#)

Describe how the program's efforts to increase diversity and/or eliminate health care inequities could be 1) adopted by institutions in other regions of the country and 2) work for either small or large programs. *(500 word maximum)*

[Click here to enter text.](#)

Describe in detail any novel approach the program has developed to increase diversity, equity, and inclusion. *(500 word maximum)*

[Click here to enter text.](#)

Describe how the program assesses the impact of the interventions to date (e.g., from institutional data and/or personal experiences in the letters provided by residents, fellows, and faculty members). *(500 word maximum)*

[Click here to enter text.](#)