



ACGME Barbara Ross-Lee, DO Diversity, Equity, and Inclusion Award Nomination Form for Sponsoring Institutions



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

[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.](#)

Sponsoring Institution's Name:

[Click here to enter text.](#)

Name and Email of Individual(s) Representing Sponsoring Institution (Max two individuals):

[Click here to enter text.](#)

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Nomination Form for Sponsoring Institution

Checklist for Nomination Materials

Eligibility Requirements

- Nominees must not have been a previous recipient of the same award.
- Sponsoring Institution must have a status of Continued Accreditation.

Nomination Instructions

Submit the following items to complete a nomination:

1. A completed nomination form
2. Four **signed** letters of support (*only* four letters; additional letters will not be considered)
3. **Complete description of the Sponsoring Institution-led effort to address increasing diversity in graduate medical education (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.
4. Detailed description of the novel 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;
 - Testimonials 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 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. Nominations received after the deadline will not be considered.

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 the 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 nomination will be considered.**

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

[Click here to enter text.](#)

How does the Sponsoring Institution 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 Sponsoring Institution's efforts to increase diversity and/or eliminate health care inequities could be 1) adopted by Sponsoring Institutions in other regions of the country, and 2) applied to work for either small or large institutions. *(500 word maximum)*

[Click here to enter text.](#)

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

[Click here to enter text.](#)

Describe how your Sponsoring Institution assesses the impact of your 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.](#)