

**Common Program Requirements (Fellowship) Sections I-V  
Table of Implementation Dates**

The effective date of the major revision of Sections I-V of the ACGME Common Program Requirements is July 1, 2019. However, because Sponsoring Institutions and programs will need time to comply with some new requirements, no citations will be issued on those requirements before July 1, 2020.

**Programs, in partnership with their Sponsoring Institutions, must begin working toward the implementation of all new elements immediately.** While citations may not be issued on these areas until 2020, Review Committees may issue Areas for Improvement (AFIs) related to these requirements in the interim.

Note: Philosophical sections and Background and Intent are not included in the table below, as they are not subject to citation.

Requirement	Subject to Citation July 1, 2019	Subject to Citation July 1, 2020*
<b>I. Oversight</b>		
I.A. Sponsoring Institution	x	
I.A.1. The program must be sponsored by one ACGME-accredited Sponsoring Institution. <small>(Core)</small>		
I.B. Participating Sites  <b><i>All Common Program Requirements in section I.B. will be subject to citation on July 1, 2019.</i></b>	x	
I.C. The program, in partnership with its Sponsoring Institution, must engage in practices that focus on mission-driven, ongoing, systematic recruitment and retention of a diverse and inclusive workforce of residents (if present), fellows, faculty members, senior administrative staff members, and other relevant members of its academic community. <small>(Core)</small>	x	
<i>Note: Because this requirement addresses the need for recruitment and retention to be consistent with institutional and program missions, which likely already exist, it is not anticipated that programs will require an extended period of time for implementation.</i>		
I.D. Resources		
I.D.1. The program, in partnership with its Sponsoring Institution, must ensure the availability of adequate resources for fellow education. <small>(Core)</small>	x	
I.D.2. The program, in partnership with its Sponsoring Institution, must ensure healthy and safe learning and working	x	

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	environments that promote fellow well-being and provide for: <sup>(Core)</sup>		
I.D.2.a)	access to food while on duty; <sup>(Core)</sup>	x	
I.D.2.b)	safe, quiet, clean, and private sleep/rest facilities available and accessible for fellows with proximity appropriate for safe patient care; <sup>(Core)</sup>	x	
I.D.2.c)	clean and private facilities for lactation that have refrigeration capabilities, with proximity appropriate for safe patient care; <sup>(Core)</sup>		x
I.D.2.d)	security and safety measures appropriate to the participating site; and, <sup>(Core)</sup>	x	
I.D.2.e)	accommodations for fellows with disabilities consistent with the Sponsoring Institution's policy. <sup>(Core)</sup>		x
I.D.3.	Fellows must have ready access to subspecialty-specific and other appropriate reference material in print or electronic format. This must include access to electronic medical literature databases with full text capabilities. <sup>(Core)</sup>	x	
I.D.4.	The program's educational and clinical resources must be adequate to support the number of fellows appointed to the program. <sup>(Core)</sup>	x	
I.E.1.	Fellows should contribute to the education of residents in core programs, if present. <sup>(Core)</sup>	x	
<b>II. Personnel</b>			
II.A.	Program Director		
II.A.1.	There must be one faculty member appointed as program director with authority and accountability for the overall program, including compliance with all applicable program requirements. <sup>(Core)</sup>	x	
II.A.1.a)	The Sponsoring Institution's Graduate Medical Education Committee (GMEC) must approve a change in program director. <sup>(Core)</sup>	x	
II.A.1.b)	Final approval of the program director resides with the Review Committee. <sup>(Core)</sup>	x	

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II.A.2.	The program director must be provided with support adequate for administration of the program based upon its size and configuration. <sup>(Core)</sup>	x	
II.A.3.	Qualifications of the program director  <b>All Common Program Requirements in section II.A.3. will be subject to citation on July 1, 2019.</b>	x	
II.A.4.	Program Director Responsibilities  The program director must have responsibility, authority, and accountability for: administration and operations; teaching and scholarly activity; fellow recruitment and selection, evaluation, and promotion of fellows, and disciplinary action; supervision of fellows; and fellow education in the context of patient care. <sup>(Core)</sup>	x	
II.A.4.a)	The program director must:		
II.A.4.a).(1)	be a role model of professionalism; <sup>(Core)</sup>	x	
II.A.4.a).(2)	design and conduct the program in a fashion consistent with the needs of the community, the mission(s) of the Sponsoring Institution, and the mission(s) of the program; <sup>(Core)</sup>		x
<i>Note: Based on feedback received during the public comment period, additional time is being provided for programs to consider and incorporate the needs of the community into program design.</i>			
II.A.4.a).(3)	administer and maintain a learning environment conducive to educating the fellows in each of the ACGME Competency domains; <sup>(Core)</sup>	x	
II.A.4.a).(4)	develop and oversee a process to evaluate candidates prior to approval as program faculty members for participation in the fellowship program education and at least annually thereafter, as outlined in V.B.; <sup>(Core)</sup>	x	
II.A.4.a).(5)	have the authority to approve program faculty members for participation in the fellowship program education at all sites; <sup>(Core)</sup>	x	
II.A.4.a).(6)	have the authority to remove program faculty members from participation in the fellowship program education at all sites; <sup>(Core)</sup>	x	

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II.A.4.a).(7)	have the authority to remove fellows from supervising interactions and/or learning environments that do not meet the standards of the program; <sup>(Core)</sup>	x	
II.A.4.a).(8)	submit accurate and complete information required and requested by the DIO, GMEC, and ACGME; <sup>(Core)</sup>	x	
II.A.4.a).(9)	provide applicants who are offered an interview with information related to the applicant's eligibility for the relevant subspecialty board examination(s); <sup>(Core)</sup>	x	
II.A.4.a).(10)	provide a learning and working environment in which fellows have the opportunity to raise concerns and provide feedback in a confidential manner as appropriate, without fear of intimidation or retaliation; <sup>(Core)</sup>	x	
II.A.4.a).(11)	ensure the program's compliance with the Sponsoring Institution's policies and procedures related to grievances and due process; <sup>(Core)</sup>	x	
II.A.4.a).(12)	ensure the program's compliance with the Sponsoring Institution's policies and procedures for due process when action is taken to suspend or dismiss, not to promote, or not to renew the appointment of a fellow; <sup>(Core)</sup>	x	
II.A.4.a).(13)	ensure the program's compliance with the Sponsoring Institution's policies and procedures on employment and non-discrimination; <sup>(Core)</sup>	x	
II.A.4.a).(13).(a)	Fellows must not be required to sign a non-competition guarantee or restrictive covenant. <sup>(Core)</sup>	x	
II.A.4.a).(14)	document verification of program completion for all graduating fellows within 30 days; <sup>(Core)</sup>	x	
II.A.4.a).(15)	provide verification of an individual fellow's completion upon the fellow's request, within 30 days; and, <sup>(Core)</sup>	x	
II.A.4.a).(16)	obtain review and approval of the Sponsoring Institution's DIO before	x	

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	submitting information or requests to the ACGME, as required in the Institutional Requirements and outlined in the ACGME Program Director's Guide to the Common Program Requirements. <sup>(Core)</sup>		
II.B.	Faculty  <b>All Common Program Requirements in section II.B. will be subject to citation on July 1, 2019.</b>	X	
II.C.	Program Coordinator  <b>All Common Program Requirements in section II.C. will be subject to citation on July 1, 2019.</b>	X	
II.D.	Other Program Personnel  The program, in partnership with its Sponsoring Institution, must jointly ensure the availability of necessary personnel for the effective administration of the program. <sup>(Core)</sup>	X	
III.	<b>Fellow Appointments</b>  <b>All Common Program Requirements in Section III will be subject to citation on July 1, 2019.</b>	X	
<i>Note: As outlined in II.A.4.a).(9), the program director must provide information related to fellow board eligibility to program applicants. More information will be available in the forthcoming Program Director's Guide to the Common Program Requirements.</i>			
IV.	<b>Educational Program</b>  <b>All Common Program Requirements in Section IV will be subject to citation on July 1, 2019.</b>	X	
V.	<b>Evaluation</b>  <b>All Common Program Requirements in Section V will be subject to citation on July 1, 2019.</b>	X	

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