ACGME RTP Designation
Process Toolkit

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Accreditation Council for Graduate Medical Education (ACGME)
Contents

This interactive toolkit is intended to provide information about the ACGME Rural Track Program (RTP) designation* processes, criteria, and resources. 
Click the desired link to navigate to a specific page.

ACGME Definitions
- ACGME Rural Track Program (RTP)
- ACGME Rural Track Program Designation
- ACGME Rural Track Related Program

ACGME RTP Designation Process
- RTP Designation Processes Summary
- Existing program expansion - Full version
- Existing program expansion - Animated version
- New program - Full version
- New program - Animated version

Data and Criteria
- Existing Program Data Inputs/Outputs and Criteria
- New Program Data Inputs/Outputs and Criteria
- “Rural” criterion
- Duration threshold
- New rural site criterion (existing program RTP)

Contact
- ACGME questions
- Policy questions

Federal Updates

ADS Reports

Resources

*The ACGME RTP designation is independent of any rural track designation by the Centers for Medicare and Medicaid Services (CMS) and does not guarantee that a program will meet CMS eligibility requirements for GME or other financial support.
ACGME Rural Track Program (RTP)

An ACGME-accredited program in which all or some residents/fellows gain both urban and rural experience with more than half of the education and training for the applicable resident(s)/fellow(s) taking place in a rural area (any area outside of an urban Core-Based Statistical Area (CBSA)).
ACGME Rural Track Program Designation

A classification provided by the ACGME that identifies RTPs either with the approval of a permanent complement increase request and the addition/identification of at least one new rural participating site or at the time of application for accreditation.
ACGME Rural Track Related Program

A separately accredited program in the same specialty at the same Sponsoring Institution in which residents/fellows have some overlapping education and training experiences with the ACGME RTP residents/fellows and may share resources (for new program RTPs).
RTP Designation Processes

Summary

RTP – track within existing program
• Program director initiates using sidebar option within ADS
• Criteria include:
  ➢ All of the new program criteria; and,
  ➢ New rural site(s) (not required for current program residents/fellows)
  ➢ Faculty members at the new rural site(s) are not supported by a current rural participating site

RTP – new program
• DIO initiates at program application
• Criteria include:
  ➢ Greater than 50 percent GME in rural PPS hospital and/or non-provider site(s)
  ➢ Rural area = county outside of an urban CBSA
  ➢ Some required non-rural GME

Two approval steps:
1. ACGME MUA/P and GME review of designation information
2. ACGME Review Committee review* of permanent complement increase request and site changes (track within existing program) or program application (new program)

*The designation process is independent of accreditation review.
PD initiates ACGME Rural Track Program designation request

Designation

Rural Track Program

Key:
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

Key:
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form

Designation
- Rural Track Program
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

**Key:**
- Program Director (PD)
- Designated Institutional Official (DIO)
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1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes rural site(s) and faculty information

**Designation**
- Rural Track Program

Return to TOC
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

1. PD completes RTP rotation information form
2. PD completes rural site(s) and faculty information
3. PD completes permanent complement increase request

Key:
- Program Director (PD)
- Designated Institutional Official (DIO)
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1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes permanent complement increase request
4. PD completes specialty-specific form (if applicable)
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes rural site(s) and faculty information
4. PD completes permanent complement increase request

Designation
- Rural Track Program

Key:
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

PD submits RTP designation and complement change request

Return to TOC
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

Key:
- Program Director (PD)
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- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes permanent complement increase request
4. PD completes specialty-specific form (if applicable)

DIO reviews RTP designation and complement change request
PD submits RTP designation and complement change request

Designation
- Rural Track Program
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes rural site(s) and faculty information
4. PD completes permanent complement increase request

- DIO approves RTP designation and complement change request
- DIO reviews RTP designation and complement change request
- PD submits RTP designation and complement change request

Key:
- Program Director (PD)
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1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes rural site(s) and faculty information
4. PD completes permanent complement increase request

PD submits RTP designation and complement change request

DIO approves RTP designation and complement change request

DIO reviews RTP designation and complement change request

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

Key:
- Program Director (PD)
- Designated Institutional Official (DIO)
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1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes permanent complement increase request
4. PD completes specialty-specific form (if applicable)

DIO approves RTP designation and complement change request
DIO reviews RTP designation and complement change request
PD submits RTP designation and complement change request

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

Complete and meets criteria?
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

Key:
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

1. PD completes RTP rotation information form
2. PD completes rural site(s) and faculty information
3. PD completes permanent complement increase request
4. PD completes specialty-specific form (if applicable)

DIO reviews RTP designation and complement change request

Complete and meets criteria?

ACGME RTP designation declined and communicated to PD

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

DIO approves RTP designation and complement change request

PD submits RTP designation and complement change request

PD completes specialty-specific form (if applicable)

Return to TOC
PD initiates ACGME Rural Track Program designation request

1. PD completes RTP rotation information form

2. PD completes rural site(s) and faculty information

3. PD completes permanent complement increase request

4. PD completes specialty-specific form (if applicable)

DIO approves RTP designation and complement change request

DIO reviews RTP designation and complement change request

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

Complete and meets criteria?

No

PD updates info and submits request for re-review for RTP designation

ACGME RTP designation declined and communicated to PD

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

PD submits RTP designation and complement change request

ACGME RTP designation within Existing Program – (2.24.22)

Key:
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- Designated Institutional Official (DIO)
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ACGME Rural Track Program Designation within Existing Program – (2.24.22)

1. PD completes rural site(s) and faculty information
2. PD completes RTP rotation information form
3. PD completes permanent complement increase request
4. PD submits RTP designation and complement change request

- DIO approves RTP designation and complement change request
- DIO reviews RTP designation and complement change request
- PD submits RTP designation and complement change request
- PD completes specialty-specific form (if applicable)

**Key:**
- Program Director (PD)
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ACGME Rural Track Program Designation within Existing Program – (2.24.22)

1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes rural site(s) and faculty information
4. PD completes permanent complement increase request
5. PD submits RTP designation and complement change request
6. DIO approves RTP designation and complement change request
7. DIO reviews RTP designation and complement change request
8. PD submits RTP designation and complement change request
9. PD completes specialty-specific form (if applicable)
10. ACGME MUA/P and GME staff screens RTP designation request (1 and 2)
11. Complete and meets criteria?
12. Yes
13. DIO approves RTP designation and complement change request
14. PD updates info and submits request for re-review for RTP designation
15. ACGME RTP designation declined and communicated to PD
16. PD withdraws RTP designation request*

*PD could exit the designation section and follow standard processes to submit a permanent complement increase request

Key:
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)
**ACGME Rural Track Program Designation within Existing Program – (2.24.22)**

1. **PD initiates ACGME Rural Track Program designation request**

2. **PD completes RTP rotation information form**

3. **PD completes permanent complement increase request**

4. **PD completes specialty-specific form (if applicable)**

**ACGME MUA/P and GME staff screens RTP designation request (1 and 2)**

**DIO reviews RTP designation and complement change request**

**PD submits RTP designation and complement change request**

**Complete and meets criteria?**

- Yes: **Contingent ACGME RTP designation granted, and standard communication issued to PD**
- No: **ACGME RTP designation declined and communicated to PD**

**PD updates info and submits request for re-review for RTP designation**

**PD initiates ACGME Rural Track Program designation request**

**PD completes RTP rotation information form**

**PD completes rural site(s) and faculty information**

**PD completes specialty-specific form (if applicable)**

**PD submits RTP designation and complement change request**

**DIO approves RTP designation and complement change request**

**PD completes permanent complement increase request**

**PD withdraws RTP designation request***

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**Key:**
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*PD could exit the designation section and follow standard processes to submit a permanent complement increase request*
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

**Key:**
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

1. PD initiates ACGME Rural Track Program designation request

   PD completes RTP rotation information form

   PD completes rural site(s) and faculty information

2. PD completes permanent complement increase request

   DIO approves RTP designation and complement change request

   ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

   PD submits RTP designation and complement change request

3. DIO reviews RTP designation and complement change request

   PD completes specialty-specific form (if applicable)

   ACGME RTP designation declined and communicated to PD

   RC receives and processes complement change request (2, 3, and 4)

4. DIO approves RTP designation and complement change request

   PD updates info and submits request for re-review for RTP designation

   PD completes specialty-specific form (if applicable)

   PD withdraws RTP designation request*

   *PD could exit the designation section and follow standard processes to submit a permanent complement increase request

*PD could exit the designation section and follow standard processes to submit a permanent complement increase request

**Designation**
- Rural Track Program
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

1. PD initiates ACGME Rural Track Program designation request.
2. PD completes RTP rotation information form.
3. PD completes Permanent complement increase request.
4. PD completes specialty-specific form (if applicable).

- DIO approves RTP designation and complement change request.
- ACGME MUA/P and GME staff screens RTP designation request (1 and 2).
- PD updates info and submits request for re-review for RTP designation.
- PD withdraws RTP designation request.*
- PD completes specialty-specific form (if applicable).
- RC receives and processes complement change request (2, 3, and 4).

*PD could exit the designation section and follow standard processes to submit a permanent complement increase request.

**Designation**

- Rural Track Program

**Key:**
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

1. PD initiates ACGME Rural Track Program designation request

2. PD completes RTP rotation information form

3. PD completes permanent complement increase request

4. PD completes specialty-specific form (if applicable)

- DIO approves RTP designation and complement change request
- DIO reviews RTP designation and complement change request
- PD submits RTP designation and complement change request

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

Complete and meets criteria?

Yes

No

PD updates info and submits request for re-review for RTP designation

ACGME RTP designation declined and communicated to PD

PD withdraws RTP designation request*

Contingent ACGME RTP designation granted, and standard communication issued to PD

RC receives and processes complement change request (2, 3, and 4)

Request approved?

Yes

PD completes specialty-specific form (with RTP designation)

*PD could exit the designation section and follow standard processes to submit a permanent complement increase request
**ACGME Rural Track Program Designation within Existing Program – (2.24.22)**

1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes permanent complement increase request
4. PD completes specialty-specific form (if applicable)

**Designation**

**Rural Track Program**

- **ACGME MUA/P and GME staff screens RTP designation request (1 and 2)**
  - Complete and meets criteria?
    - Yes: PD updates info and submits request for re-review for RTP designation
    - No: ACGME RTP designation declined and communicated to PD

- **Contingent ACGME RTP designation granted, and standard communication issued to PD**
  - RC receives and processes complement change request (2, 3, and 4)
  - Complement change declined (no RTP designation)
  - Complement change granted (with RTP designation)

- **PD withdraws RTP designation request**
  - *PD could exit the designation section and follow standard processes to submit a permanent complement increase request

**Key:**
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

Return to TOC
ACGME Rural Track Program Designation within Existing Program – (2.24.22)

**Key:**
- Program Director (PD)
- Designated Institutional Official (DIO)
- ACGME Review Committee (RC)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

**Designation**
- Rural Track Program

1. PD initiates ACGME Rural Track Program designation request
2. PD completes RTP rotation information form
3. PD completes permanent complement increase request
4. PD submits specialty-specific form (if applicable)
5. PD completes specialty-specific form (if applicable)
6. DIO approves RTP designation and complement change request
7. DIO reviews RTP designation and complement change request
8. PD submits RTP designation and complement change request

- ACGME MUA/P and GME staff screens RTP designation request (1 and 2)
- PD updates info and submits request for re-review for RTP designation
- PD withdraws RTP designation request*
- PD completes specialty-specific form (if applicable)
- PD completes permanent complement increase request
- PD completes specialty-specific form (if applicable)

**Complete and meets criteria?**
- Yes: Contingent ACGME RTP designation granted, and standard communication issued to PD
- No: PD updates info and submits request for re-review for RTP designation

**ACGME RTP designation declined and communicated to PD**

**PD withdraws RTP designation request**
- No: PD updates info and submits request for re-review for RTP designation
- Yes: PD completes specialty-specific form (if applicable)

**Complement change declined (no RTP designation)**
- No: PD updates info and submits request for re-review for RTP designation
- Yes: Complement change granted (with RTP designation)

**PD initiates ACGME Rural Track Program designation request**

*PD could exit the designation section and follow standard processes to submit a permanent complement increase request

*PD could exit the designation section and follow standard processes to submit a permanent complement increase request
### RTP Designation Data Inputs (existing program)

1. Rural Track Program Rotation Information Form (available on [ACGME website](https://www.acgme.org))
2. Add/identify the new rural participating site(s) (and new faculty member(s), if applicable)
3. Permanent complement increase request
4. Specialty-Specific Rural Track Program Questionnaire (if applicable)

### RTP Designation Criteria (existing program)

- More than 50 percent of aggregated rotation months occur at participating site(s) that are rural Prospective Payment System (PPS) hospitals or non-provider site(s).
- Rural site(s) are new (do not currently have required rotations for program residents/fellows).
- Rural site(s) faculty members are not supported by a current rural participating site.
- Rural participating site(s) are located in a rural county (outside any urban Core-Based Statistical Area).
- The program includes required rotations at a non-rural PPS hospital or non-provider site.

### RTP Designation Data Outputs (existing program)

- Designation process updates: designation declined/approved
- Letter of Notification: ACGME RTP designation
- Publicly available report of ACGME RTP designations
DIO initiates program application*

Key:
- Designated Institutional Official (DIO)
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- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

Key:
- Designated Institutional Official (DIO)
- Program Director (PD)
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- ACGME Executive Director (ED)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
DIO initiates program application*

Seeking RTP designation?

No

PD completes application following standard process*

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ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application

Seeking RTP designation?

Yes

DIO identifies related program (if applicable)*

No

PD completes application following standard process*

Key:
- Designated Institutional Official (DIO)
- Program Director (PD)
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*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
DIO initiates program application*

Seeking RTP designation?

Yes

DIO identifies related program (if applicable)*

No

PD completes application following standard process*

PD completes RTP sections of application*
ACGME Rural Track Program Designation at Program Application – (4.21.21)

- **DIO initiates program application**
- **Seeking RTP designation?**
  - **Yes**: DIO identifies related program (if applicable)*
  - **No**: PD completes application following standard process*
- **PD submits RTP designation request**
- **PD completes RTP sections of application***

*Yes

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Key:
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ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

Yes → DIO approves RTP designation request

PD completes RTP designation request

DIO identifies related program (if applicable)*

No → PD completes application following standard process*

PD submits RTP designation request

PD completes RTP sections of application*

ACGME Rural Track Program Designation at Program Application – (4.21.21)

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ACGME Rural Track Program Designation at Program Application – (4.21.21)

1. **DIO initiates program application***
2. **Seeking RTP designation?**
   - Yes: **DIO identifies related program (if applicable)*
     - **ACGME MUA/P and GME staff screens RTP designation request**
   - No: **PD completes application following standard process***
3. **PD completes RTP sections of application***
4. **PD submits RTP designation request**
5. **DIO approves RTP designation request**

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021*

Key:
- Designated Institutional Official (DIO)
- Program Director (PD)
- ACGME Review Committee (RC)
- ACGME Executive Director (ED)
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ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

Yes

DIO identifies related program (if applicable)*

PD completes RTP sections of application*

No

PD completes application following standard process*

ACGME MUA/P and GME staff screens RTP designation request

DIO approves RTP designation request

PD submits RTP designation request

ACGME MUA/P and GME staff screens RTP designation request

Meets designation criteria?

Key:
- Designated Institutional Official (DIO)
- Program Director (PD)
- ACGME Review Committee (RC)
- ACGME Executive Director (ED)
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ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

Yes

DIO approves RTP designation request

DIO identifies related program (if applicable)*

PD completes RTP sections of application*

PD submits RTP designation request

No

PD completes application following standard process*

ACGME MUA/P and GME staff screens RTP designation request

Meets designation criteria?

No

RTP designation declined and communicated to PD

ACGME MUA/P and GME staff (MUA/P and GME staff)

ACGME Review Committee (RC)

ACGME Executive Director (ED)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

PD completes application following standard process*

DIO identifies related program (if applicable)*

PD submits RTP designation request

PD completes RTP sections of application*

ACGME MUA/P and GME staff screens RTP designation request

DIO approves RTP designation request

Meets designation criteria?

RTP designation declined and communicated to PD

PD updates info and submits request for re-review for RTP designation*

Key:

| Designated Institutional Official (DIO) |
| Program Director (PD) |
| ACGME Review Committee (RC) |
| ACGME Executive Director (ED) |
| ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff) |

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
ACGME Rural Track Program Designation at Program Application – (4.21.21)

1. DIO initiates program application*
2. Seeking RTP designation?
   - Yes
     - DIO identifies related program (if applicable)*
     - PD completes RTP sections of application*
     - DIO approves RTP designation request
     - PD submits RTP designation request
     - Meets designation criteria?
       - No
         - RTP designation declined and communicated to PD
       - Yes
         - PD completes application following standard process*
   - No
     - PD completes application following standard process*

- ACGME MUA/P and GME staff screens RTP designation request
- PD completes RTP sections of application*
- PD updates info and submits request for re-review for RTP designation*
- PD chooses not to proceed with program application*

Key:
- Designated Institutional Official (DIO)
- Program Director (PD)
- ACGME Review Committee (RC)
- ACGME Executive Director (ED)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation? 

No

PD completes application following standard process*

Yes

DIO identifies related program (if applicable)*

PD completes RTP sections of application*

PD submits RTP designation request

DIO approves RTP designation request

Meets designation criteria?

ACGME MUA/P and GME staff screens RTP designation request

RTP designation declined and communicated to PD

PD updates info and submits request for re-review for RTP designation*

PD chooses not to proceed with program application*

PD proceeds with program application (without RTP designation)*

Key:

Designated Institutional Official (DIO)
Program Director (PD)
ACGME Review Committee (RC)
ACGME Executive Director (ED)
ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

PD completes application following standard process*

Yes

DIO identifies related program (if applicable)*

PD completes RTP sections of application*

PD submits RTP designation request

ACGME MUA/P and GME staff screens RTP designation request

PD proceeds with program application (without RTP designation)*

PD chooses not to proceed with program application*

PD updates info and submits request for re-review for RTP designation*

RTP designation declined and communicated to PD

Meets designation criteria?

Yes

RTP designation granted, and standard communication issued to PD

No

ACGME Review Committee (RC)
ACGME Executive Director (ED)
ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

Key:

Designated Institutional Official (DIO)
Program Director (PD)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

PD completes application following standard process*

Yes

DIO identifies related program (if applicable)*

No

PD completes RTP sections of application*

ACGME MUA/P and GME staff screens RTP designation request

DIO approves RTP designation request

PD submits RTP designation request

Meets designation criteria?

ED notified of RTP designation

Yes

RTP designation granted, and standard communication issued to PD

No

RTP designation declined and communicated to PD

PD updates info and submits request for re-review for RTP designation*

PD chooses not to proceed with program application*
ACGME Rural Track Program Designation at Program Application – (4.21.21)

- DIO initiates program application
- Seeking RTP designation?
  - Yes: DIO identifies related program (if applicable)
  - No: PD completes application following standard process
- RTP designation granted, and standard communication issued to PD
- ED notified of RTP designation
- No: RTP designation declined and communicated to PD
- Yes:
  - PD completes RTP sections of application
  - PD completes application following standard process
- PD chooses not to proceed with program application
- PD proceeds with program application (without RTP designation)
- PD updates info and submits request for re-review for RTP designation
- DIO approves RTP designation request
- PD submits RTP designation request
- ACGME MUA/P and GME staff screens RTP designation request
- Meets designation criteria?
  - Yes: RTP designation granted and standard communication issued to PD
  - No: RTP designation declined and communicated to PD

Key:
- Designated Institutional Official (DIO)
- Program Director (PD)
- ACGME Review Committee (RC)
- ACGME Executive Director (ED)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021*
ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

Yes

DIO identifies related program (if applicable)*

No

PD completes application following standard process*

PD completes RTP sections of application*

PD submits RTP designation request

PD chooses not to proceed with program application* (without RTP designation)*

DIO approves RTP designation request

RTP designation granted, and standard communication issued to PD

ED notified of RTP designation

RTP designation declined and communicated to PD

PD updates info and submits request for re-review for RTP designation*

ACGME MUA/P and GME staff screens RTP designation request

ACGME Review Committee (RC) receives and processes application*

Site visit completed*

RC approves program application*

DIO approves program application*

PD completes program application* following standard process*

PD submits RTP designation request

Meets designation criteria?

Yes

No

ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

Key:
- Designated Institutional Official (DIO)
- Program Director (PD)
- ACGME Review Committee (RC)
- ACGME Executive Director (ED)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application

Seeking RTP designation?

Yes

No

PD completes application following standard process

RC receives and processes application

Program in substantial compliance?

Yes

DIO approves program application

PD completes RTP sections of application

PD submits RTP designation request

DIO identifies related program (if applicable)

Meets designation criteria?

Yes

RTP designation granted, and standard communication issued to PD

ED notified of RTP designation

No

RTP designation declined and communicated to PD

PD updates info and submits request for re-review for RTP designation

PD chooses not to proceed with program application

PD proceeds with program application (without RTP designation)

DIO approves RTP designation request

ACGME MUA/P and GME staff screens RTP designation request

PD completes RTP sections of application

ACGME Executive Director (ED)

Program Director (PD)

ACGME Review Committee (RC)

Designated Institutional Official (DIO)

ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

Site visit completed

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021
ACGME Rural Track Program Designation at Program Application – (4.21.21)

- DIO initiates program application*

Seeking RTP designation?

- Yes: DIO approves RTP designation request
  - DIO identifies related program (if applicable)*
  - PD completes RTP sections of application*

- No: PD submits RTP designation request

- PD completes application following standard process*

PD approves program application*

- Site visit completed*

RC receives and processes application*

Program in substantial compliance?*

- Yes: Initial Accreditation granted*

No: RTP designation declined and communicated to PD

- RTP designation criteria?
  - Yes: RTP designation granted, and standard communication issued to PD
  - No: PD updates info and submits request for re-review for RTP designation*

PD chooses not to proceed with program application* (without RTP designation)*

PD proceeds with program application* (without RTP designation)*

ACGME MUA/P and GME staff screens RTP designation request

ACGME Executive Director (ED)
ACGME Review Committee (RC)
ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

Key:
- Designated Institutional Official (DIO)
- Program Director (PD)
ACGME Rural Track Program Designation at Program Application – (4.21.21)

**Key:**
- Designated Institutional Official (DIO)
- Program Director (PD)
- ACGME Review Committee (RC)
- ACGME Executive Director (ED)
- ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021*
ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO initiates program application*

Seeking RTP designation?

No

PD completes application following standard process*

DIO approves program application*

Site visit completed*

RC receives and processes application*

Program in substantial compliance?*

No

Accreditation withheld*

PD updates info and submits request for re-review for RTP designation*

Yes

PD completes application (without RTP designation)*

PD proceeds with program application (without RTP designation)*

ACGME Rural Track Program Designation at Program Application – (4.21.21)

DIO identifies related program (if applicable)*

PD submits RTP designation request

PD completes RTP sections of application*

DIO approves RTP designation request

PD completes application following standard process*

ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff) screens RTP designation request

DIO approves RTP designation request

PD submits RTP designation request

RTP designation granted, and standard communication issued to PD

DIO approves RTP designation request

RC receives and processes application*

Initial Accreditation granted*

ACGME MUA/P and GME staff screens RTP designation request

Meets designation criteria?

Yes

RTP designation declined and communicated to PD

PD chooses not to proceed with program application*

PD updates info and submits request for re-review for RTP designation*

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021

Key:

Designated Institutional Official (DIO)
Program Director (PD)
ACGME Review Committee (RC)
ACGME Executive Director (ED)
ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)
<table>
<thead>
<tr>
<th><strong>RTP Designation Data Inputs (new program)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>➢ Seeking ACGME RTP designation</td>
</tr>
<tr>
<td>➢ Program director information</td>
</tr>
<tr>
<td>➢ ACGME Rural Track Related Program (if applicable)</td>
</tr>
<tr>
<td>➢ Participating sites data: site address (including county), Medicare Provider ID for Prospective Payment System (PPS) hospital providing financial support for GME at each site, months at each site, block diagram, RTP Rotation Information Form (available on <a href="#">ACGME website</a>)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>RTP Designation Criteria (new program)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ More than 50 percent of aggregated rotation months occur at rural PPS hospitals or non-provider site(s)</td>
</tr>
<tr>
<td>✓ Rural participating site(s) are in a rural county (outside of any CBSA) based on the CBSA crosswalk file on most recent IPPS Final Rule home page</td>
</tr>
<tr>
<td>✓ Includes required rotations at a non-rural PPS hospital or non-provider site</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>RTP Designation Data Outputs (new program)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>➢ Designation process updates: designation declined/approved</td>
</tr>
<tr>
<td>➢ Letter of Notification: ACGME RTP designation</td>
</tr>
<tr>
<td>➢ Publicly available report of ACGME RTP designations</td>
</tr>
</tbody>
</table>
“Rural” Criterion for ACGME RTP Designation

- Refer to the CBSA Crosswalk File on the most recent IPPS Final Rule home page
- County considered “rural” if Column E on the Crosswalk sheet is blank (not within an urban CBSA)

**FY 2022 Final Rule Data Files**

1. FY 2022 Final Rule Impact File (ZIP)
2. AOR/BOR File (ZIP)
3. Case Mix Index File (ZIP)
4. FY 2022 Final Rule: HCRIS Data File (ZIP)
5. Cost Center HCRIS Lines Supplemental Data File (ZIP)
6. Standardizing File (ZIP)
7. County to CBSA Crosswalk File and Urban CBSAs and Constituent Counties for Acute Care Hospitals File (ZIP)
8. FY 2022 Final Rule and Correcting Amendment Wage Index Public Use Files (ZIP)
9. FY 2022 IPPS Final Rule and Correcting Amendment: Medicare DSH Supplemental Data File (ZIP)
10. Lugar Hospitals in Counties that Qualify for an Outmigration Adjustment for FY 2022: Note, this file will no longer be posted as all relevant information is available in Table 2.
11. HRRP Supplemental File (ZIP)
12. FY 2023 New Technology Thresholds Final Rule and Correcting Amendment (ZIP)

<table>
<thead>
<tr>
<th>County Name</th>
<th>State</th>
<th>FIPS County Code</th>
<th>FY 2022 CBSA Name (Revised Delineations)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTAUGA</td>
<td>AL</td>
<td>01001</td>
<td>Montgomery, AL</td>
</tr>
<tr>
<td>BALSWIN</td>
<td>AL</td>
<td>01003</td>
<td>Daphne-Fairhope-Foley, AL</td>
</tr>
<tr>
<td>BARBOUR</td>
<td>AL</td>
<td>01005</td>
<td></td>
</tr>
<tr>
<td>BIBB</td>
<td>AL</td>
<td>01007</td>
<td>Birmingham-Hoover, AL</td>
</tr>
</tbody>
</table>
ACGME RTP Rotation Information Form* and rotation months per year listed in ADS must show:

- more than 50 percent in rural sites (PPS hospitals and/or non-provider sites)
- some required GME in non-rural sites (PPS hospitals and/or non-provider sites)

*An ACGME RTP Rotation Information Form must be uploaded (separate from and in addition to the program’s block diagram) for designation consideration. The template can be found on the ACGME Rural Track Program designation web page.
New Rural Site Criterion (RTP within existing program)

A participating site is considered new for ACGME RTP designation within an existing program if it is not currently used as a required participating site for the program’s residents/fellows and its faculty members are supported by a rural PPS hospital that is not a current participating site. Programs seeking designation will be asked, in the ACGME RTP Rotation Information Form, to confirm this information. A review of the program’s participating sites and block diagram will help confirm if the participating site(s) are currently required. Note that CMS may have different considerations for financial eligibility.
Contact

ACGME MUA/P Staff
• Questions about the ACGME RTP designation and the ACGME’s efforts to address GME in MUA/P

Check MUA/P web page

Specialty Review Committee Staff
• Questions pertaining to compliance with Specialty-specific Program Requirements

Check ACGME specialty web pages

Institutional Review Committee (IRC) Staff
• Questions pertaining to compliance with Institutional Requirements

Check ACGME IRC web page

ADS Team
• Technical questions with an application or Annual Update

ads@acgme.org
312.755.7474
Regulations

• If you have questions about the CMS rural track policy, contact your GME finance staff and/or the PPS hospital’s Medicare Administrative Contractor (MAC).

• The most current rural track policy can be found on the electronic code of federal regulations in 413.79(k).

• A rural track regulation references document is available on the ACGME Rural Track Program designation web page.
Federal Updates

- Section 127 of Consolidated Appropriations Act, 2021
- Changes to rural track policy in FY 2022 IPPS Final Rule

<table>
<thead>
<tr>
<th>Before October 1, 2022</th>
<th>After October 1, 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Separate program</td>
<td>Program expansion</td>
</tr>
<tr>
<td>Urban funding only</td>
<td>Rural and urban funding</td>
</tr>
<tr>
<td>Three-year rolling average</td>
<td>No rolling average</td>
</tr>
<tr>
<td>Family medicine-centric</td>
<td>All specialties</td>
</tr>
</tbody>
</table>
Programs that have received designation request approval and achieved Initial Accreditation are under the “Rural Track Approved-Application” status. Programs that have received designation request approval and Review Committee approval of the permanent complement increase are under the “Rural Track Approved-Complement Increase” status.
Public Report of ACGME-Accredited Programs with RTP Designation

Accreditation Council for Graduate Medical Education (ACGME) - Public

**Rural Track Program Designation**

This report shows programs that have received ACGME designation as a Rural Track Program. This designation is intended to be consistent with the CMS definition of a “rural track” in the Code of Federal Regulations (413.79(k)). The ACGME Rural Track Program designation is independent of any rural track designation by the Centers for Medicare and Medicaid Services (CMS) and does not guarantee that a program will meet CMS eligibility requirements for GME or other financial support. If you have questions about the CMS rural track policy, contact your GME finance staff and/or the Prospective Payment System (PPS) hospital’s Medicare Administrative Contractor (MAC).

<table>
<thead>
<tr>
<th>Specialty</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Specialties</td>
<td>All States</td>
</tr>
</tbody>
</table>
Instructions for Requesting ACGME Rural Track Program Designation and Other Resources Are Available on the ACGME Rural Track Program Designation Web Page

Rural Track Program Designation

**ACGME Rural Track Program Designation**

Building capacity for GME can be challenging in rural communities, many of which are in medically underserved areas. GME partnerships between participating sites in urban, rural, and other settings play an important role in enhancing physician supply in workforce shortage areas.

In alignment with Section II of the MUA/P framework, the ACGME has developed processes addressing ACGME-accredited programs that seek to create “rural tracks” as defined in rules and regulations of the Centers for Medicare and Medicaid Services (CMS) in 42 CFR §413.79(k). An ACGME Rural Track Program (RTP) is an ACGME-accredited program in which all or some residents/fellows gain both urban and rural experience with more than half of the education and training for the applicable resident(s)/fellow(s) taking place in a rural area (any area outside of an urban Core-Based Statistical Area (CBSA)).

Recognizing that improved identification of such programs may help to facilitate the development of GME in rural and underserved areas, the ACGME has developed a common, criterion-based process for designating ACGME-accredited RTPs across specialties.