

**MUA/P Advisory Group**

**Request for Member Nominations**

The ACGME Advisory Group for Medically Underserved Areas and Populations (“the Group”) seeks nominations for open positions to begin in December 2022 with up to a three-year initial term with the option to renew.

When selecting nominees, the Group will consider skills; professional qualifications and experience; geographic representation; racial and ethnic diversity; gender diversity; and diversity of Sponsoring Institution types.

The Group values diversity and seeks to include representation from a variety of medically underserved communities, not limited to rural, urban, tribal, and correctional settings. Nominations of designated institutional officials (DIOs) who oversee three or fewer programs, osteopathic education, and/or graduate medical education (GME) consortia are welcome. The Group affirms its commitment to choosing members who reflect the diversity of DIOs, program directors, Sponsoring Institutions, and the GME community.

The Group will consider nominees with respect to the following criteria:

1. **Senior Clinical Executive Leadership, DIO, or Program Director Experience.** Nominees must have current or previous experience as senior clinical executive leader, DIO, or program director.
2. **Geographic Distribution.** The Group can appoint no more than two concurrent members from the same state. No more than one member can be appointed from the same Sponsoring Institution or city/metropolitan area (i.e., core-based statistical area as defined by US Office of Management and Budget).
3. **Association with an ACGME-accredited Sponsoring Institution.** Nominees must be associated with an ACGME-accredited Sponsoring Institution with an accreditation status of Continued Accreditation.
4. **Computer Skills.** Nominees must be able to use common software (e.g., Microsoft Word, Adobe Acrobat Reader), as well as the ACGME’s web-based software for Group activities. Nominees must be able to participate in remote meetings. Group members must be able to use common virtual meeting platforms (e.g., Zoom, Skype, Microsoft Teams).
5. **Time Commitment.** Nominees must be able to devote sufficient time to the Group’s work. Members must attend all Group meetings; the Group will typically meet two times per year. The Group’s meeting agendas will consist of items related to implementation of the ACGME’s MUA/P framework. Members will need to spend two to three hours per meeting to review written materials. Group meetings will typically be held in November/December and May/June of each year. If there is a third meeting, it will likely be held virtually in the summer or fall. Relevant 2022-2023 Group meeting dates are as follows:
* December 1-2, 2022, Chicago, Illinois (in-person meeting)\*
* June 15-16, 2023, Chicago, Illinois (in-person meeting)\*
* December 7-8, 2023, Chicago, Illinois (in-person meeting)\*
1. **Ability to Fulfill Group Responsibilities.** The duration of a Group meeting will typically be one-and-a-half days. Group work may also include periodic video conference calls.

In addition to traveling to and attending all Group meetings, members are responsible for advising the ACGME in the development of:

1. organizational knowledge of issues related to GME and MUA/P
2. outreach efforts to DIOs, program directors, and others
3. educational opportunities to facilitate the development of GME

**To Submit a Nomination**

Nominations must include a complete MUA/P Advisory Group Nomination Form (for 2022 appointments). The Nomination Form and the nominee’s full curriculum vitae must be submitted to muap@acgme.org by **Wednesday, June 1, 2022**. The inclusion of a nomination letter is optional, and self-nominations are accepted.

**Additional Information**

All related travel and meeting expenses are covered by the ACGME.

Nominees who are selected to become Group members will sign an agreement with the ACGME and will complete a disclosure form annually. (The disclosure form identifies any relationships, positions, or circumstances in which nominees are involved that they believe could contribute to an actual or apparent conflict or duality of interest.) New members will complete these documents at or before the first Group meeting in December 2022.

\**Note: During and in response to the COVID-19 pandemic, conduct of in-person meetings will depend on ACGME organization-wide decisions and prioritization of the health and safety of staff members and volunteers. This information will be communicated as decisions are made.*

*As the ACGME prepares to begin hosting in-person meetings again, we want to inform you about our vaccination policy for gaining entry to the ACGME office at 401 North Michigan Avenue in Chicago. Everyone, including volunteers, visitors, employees, and contractors, needs to be fully vaccinated, including a booster, and must show proof of vaccination and booster. The CDC defines “fully vaccinated” as follows:*

* *Two weeks after second dose in a two-dose series, such as the Pfizer or Moderna vaccine; or,*
* *Two weeks after a single-dose vaccine, such as the Johnson & Johnson Janssen vaccine.*

*The ACGME is currently reviewing its mask policy, which will depend on local conditions. The ACGME is also in the process of developing a website where vaccination information can be uploaded. More details will be available in the coming weeks.*

*Thank you for your support in safeguarding the health of our employees, volunteers, visitors, and the entire graduate medical education community.*

More information about the ACGME can be found at [www.acgme.org](http://www.acgme.org). Information specific to the Group is on the [MUA/P web page](https://www.acgme.org/what-we-do/accreditation/medically-underserved-areas-and-populations/) of the ACGME website.

Email muap@acgme.org with specific questions.