

Guidelines for Submitting a Request for a Participating Site Change Review Committee for Orthopaedic Surgery

A request to add a participating site must be initiated in the ACGME's Accreditation Data System (ADS) for any location to which a resident goes for clinical education in orthopaedic surgery. Once a site has been added to ADS, a member of the Review Committee staff will e-mail the program and request the following:

- Educational rationale
- Site director CV
- Current and proposed block diagram (must use the format provided in ADS)
- Plan for ensuring at least four hours of didactics per week with resident and faculty member participation
- Information on orthopedic surgery residents/fellows from other program(s) using the site, and how resources will be managed to ensure the continued education of those currently using the site, as well as residents from the program proposing to add the site

Residents must not begin using a new site until it has been approved by the Review Committee. Requests will be expedited to minimize delay as much as possible.

Send any questions to Executive Director Pamela Derstine, PhD, MHPE:
pderstine@acgme.org.