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TO: Surgery Community

FROM: Chris Fox, PhD  
Executive Director, Review Committee for Surgery

DATE: June 4, 2024

RE: Call for Resident Member of the Review Committee for Surgery

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The Review Committee is soliciting nominations for its next resident member for a term that will run July 1, 2025 to June 30, 2027.

**Qualifications of the Resident Member**

- Nominees must be in good standing and actively enrolled in a residency or fellowship program at the time of appointment and may not serve more than one year beyond completion of residency or fellowship.
- Nominees enrolled in a general surgery or integrated vascular surgery program must be, at a minimum, in the second year of residency at the time of nomination.
- Nominees in a fellowship program must be in their first year of education at the time of nomination.

The resident member may not serve on two Review Committees simultaneously. The Review Committee seeks heterogeneous geographic representation, and may only have up to two members from the same state. As such, the Review Committee will be unable to accept a nominee working in California or New York. As of July 1, 2025, the following states and institutions will be represented on the Review Committee:

- California, University of California Los Angeles
- California, University of Southern California/Los Angeles General Medical Center
- Iowa, University of Iowa Hospital and Clinics
- Massachusetts, Massachusetts General Hospital
- Michigan, McLaren Health Care Corporation
- Minnesota, Mayo Clinic College of Medicine and Science (Rochester)
- New York, Albany Medical Center
- New York, NYU Grossman School of Medicine
- Oregon, Oregon Health & Science University
- Pennsylvania, UPMC Medical Education
- Texas, Texas Tech University Health Science Center
- Virginia, Eastern Virginia Medical School
- Wisconsin, University of Wisconsin Hospitals and Clinics

In addition to geographical diversity, the Review Committee values a diverse and inclusive membership and encourages nominees from underrepresented groups.

**Responsibilities of the Resident Member**

The resident member participates as a full voting member in all Review Committee activities, including program review and policy discussion. The resident member must attend all in-person Review Committee meetings (three per year). The resident member is subject to compliance with the same confidentiality, conflict of interest,

duality of interest, and fiduciary responsibility policies as the other members. The resident member must be able to devote approximately 30 hours to program review prior to each Review Committee meeting.

The resident member is also a member of the ACGME Council of Review Committee Residents (CRCR). The CRCR is composed of the resident members of each Review and Recognition Committee. It is an important part of the ACGME because it provides valuable input and feedback to the ACGME Board of Directors about matters related to residents and fellows, graduate medical education, and accreditation from the resident/fellow perspective. The CRCR meets twice a year, typically in person.

*Note: It is the program director's responsibility to ensure that the resident member will have sufficient time to review programs, attend Review Committee and CRCR meetings, and participate in activities of the Review Committee and the ACGME. While this nomination is for a term that officially begins July 1, 2025, note that the resident/fellow will be required to attend activities six months prior to the official start date, including a formal orientation meeting and two observational Review Committee meetings.*

### **To Submit a Nomination**

Submit the following documents electronically:

- A completed nomination form (interested individuals should email Aimee Morales ([amorales@acgme.org](mailto:amorales@acgme.org)) for the form).
- Letter of interest from the resident/fellow which includes a personal statement outlining educational goals, professional interests, and intent to serve, if selected.
- The resident's/fellow's curriculum vitae.
- Two letters of recommendation, one of which must be from the nominee's program director and must include assurance that the nominee will have sufficient time to review programs, attend in-person Review Committee and CRCR meetings, and participate in activities of the Review Committee and the ACGME as expected.

Send completed nominations to Associate Executive Director Aimee Morales at [amorales@acgme.org](mailto:amorales@acgme.org) by **Monday, September 2, 2024**. A member of the Review Committee staff will confirm that your nomination has been received.

The Review Committee will review the nominations and forward its selection to the ACGME Board of Directors for approval at its September 2024 meeting.

Nominees will be notified of the Review Committee's selection by email after confirmation by the ACGME Board of Directors.

### **Additional Information**

Review Committee members must use electronic systems for reimbursement of expenses and accreditation activities (e.g., program reviews). The resident member may be required to travel three times per year to meet as a member of the Review Committee. Review Committee meetings are two-day meetings. All related travel and meeting expenses are covered by the ACGME.

More information about the ACGME can be found at [www.acgme.org](http://www.acgme.org). Information specific to the Review Committee for Surgery is available on the [Surgery](#) section of the ACGME website.

Contact Ms. Morales with questions: [amorales@acgme.org](mailto:amorales@acgme.org) or 312.755.7419.

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**Key Dates**

Nominations Due	September 2, 2024
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**Required Meetings**

(ACGME, 401 North Michigan Avenue, Chicago, Illinois 60611)

Orientation and Review Committee Meeting	January 15-17, 2025
Review Committee Meeting	April 3-4, 2025
CRCR Meeting (Incoming Resident Member)	May (TBD), 2025
<i>Resident Member Term Begins</i>	<i>July 1, 2025</i>
Review Committee Meeting	September 4-5, 2025
CRCR Meeting	Fall (TBD), 2025
Review Committee Meeting	January (TBD), 2026
Review Committee Meeting	April (TBD), 2026
CRCR Meeting	May (TBD), 2026
CRCR Meeting	Fall (TBD), 2026
Review Committee Meeting	Fall (TBD), 2026
Review Committee Meeting	January (TBD), 2027
Review Committee Meeting	April (TBD), 2027
CRCR Meeting	May (TBD), 2027
<i>Resident Member Term Ends</i>	<i>June 30, 2027</i>