

TO: Neurology Program Directors

FROM: Louse Castile, MS
Executive Director, Review Committee for Neurology
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DATE: May 03, 2024

RE: Next Resident Member of the Review Committee for Neurology

The Review Committee for Neurology is requesting nominations for its next resident member for a term to begin on July 1, 2025.

Qualifications of the Resident Member

Nominees must be enrolled in a residency or fellowship program at the time of the appointment and may not serve more than one year beyond completion of that residency or fellowship. The term of appointment is two years. Upon completion of a two-year term, the individual may not be appointed again to the same Review Committee.

Resident members may not serve on two Review Committees simultaneously and must not be from the same state or institution as another member of the Committee. Currently these include:

SUNY Upstate Medical University Syracuse, New York	Ochsner Health New Orleans, Louisiana
Icahn School of Medicine at Mount Sinai New York, New York	University of Colorado Aurora, Colorado
University of Virginia Charlottesville, Virginia	University of Michigan Ann Arbor, Michigan
Mayo Clinic Rochester, Minnesota	Hartford Hospital Hartford, Connecticut
Washington University in St. Louis School of Medicine St. Louis, Missouri	Children's National Hospital Washington, DC
Geisinger Health System Wilkes Barre, Pennsylvania	

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 is subject to complying 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 an estimated 15-20 hours to program review before 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 member(s) of each Review Committee and 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.

Note: It is the responsibility of the program director of the resident member’s residency or fellowship to ensure the individual will have the necessary time to review programs, attend Review Committee and CRCR meetings, and participate in activities of the Review Committee and the ACGME as is required for Review Committee members. While this nomination is for a term that officially begins July 1, 2025, the resident/fellow will begin participating in activities three months prior to that start date in order to observe one CRCR meeting and one Review Committee meeting.

Selection of Next Resident Member

The Review Committee will review nominations in October 2024 and will forward its selection to the ACGME Board of Directors for approval in November.

To Submit a Nomination

Provide the following information for each nominee to Accreditation Administrator Ms. Deneen McCall, dmccall@acgme.org, by **September 30, 2024**:

- The name of the nominee
- Full curriculum vitae
- Letter of support from the nominee’s program director ensuring that the individual will have sufficient time to review programs, attend Review Committee and CRCR meetings, and participate in activities of the Committee and the ACGME as expected

If your organization’s process for selecting nominees (if applicable) will not accommodate the requested deadline, notify Ms. McCall as soon as possible.

Additional Information

Relevant Review Committee meeting dates are as follows:

Review Committee meeting to observe:	April 2, 2025
Two Review Committee meetings per year:	January and April

CRCR meetings are all-day sessions, and the resident member will have to schedule travel plans accordingly, including flying to Chicago on the day before the meeting and flying out the evening of the meeting.

CRCR meeting to observe:	May 8-9, 2025
Two CRCR meetings per year	May and September

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

Information about the Review Committee for Neurology and the ACGME can be found at www.acgme.org. The ACGME [Policies and Procedures](#) can be found in the “About” section of the website.

Email Ms. McCall, dmccall@acgme.org, with specific questions.