


Accreditation Council for Graduate Medical Education



## Understanding the Program Requirements

New Program Directors Pre-Course  
2008 ACGME Annual Educational Conference  
Grapevine, Texas

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Senior Vice President, Accreditation Committees

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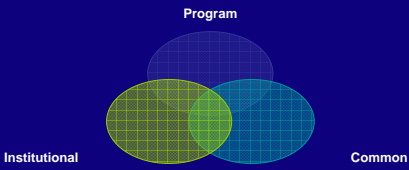
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## ACGME Requirements



Institutional      Program      Common

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## Institutional Review ↔ Program Review

- ❑ The sponsoring institution maintains responsibility for oversight of all ACGME accredited programs
- ❑ Programs operate under the "authority" and "control" of a sponsoring institution

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## ACGME Requirements Sets

- 27 - specialties (including TY)
- 95 - subspecialties
- Common
- Institutional

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## Program Requirements

- Minimal Standards
  - Accreditation is the process for determining whether a program is in substantial compliance with established educational standards
  - Accreditation is the responsibility of the ACGME and its Review Committees

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## ACGME Requirements

- Institutional
- Common
- Program
  - *Must: One sponsoring institution must assume ultimate responsibility for the program*
  - *Should: Residents should have exposure to ECT*

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## Program Requirements

- As approved by the ACGME, standards are set by Review Committees to monitor and accredit residency education programs
- The accreditation decision is based on compliance with the standards or program requirements

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## ACGME “Specialty” Program Requirements

- Introduction
- Institutions
- Program personnel and resources
- Faculty
- Other program personnel
- Resources
- Resident appointments
- Educational program
- Evaluation
- Duty hours
- Experimentation and innovation

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## ACGME Program Requirements

- Introduction/duration and scope of education
- Institutions/sponsoring institution and participating sites

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## Institutions

- Program Letters of Agreement (PLA)
  - identify the faculty who will assume both educational and supervisory responsibilities for residents
  - specify their responsibilities for teaching, supervision, and formal evaluation of residents, as specified later in this document
  - specify the duration and content of the educational experience
  - state the policies and procedures that will govern resident education during the assignment

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## ACGME Program Requirements

- Introduction
- Institutions
- Program personnel and resources**

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## Program Personnel and Resources

- There must be a single Program Director with authority and accountability for the program
- . . . continue in the position for a length of time to maintain continuity of leadership and program stability
- . . . administer and maintain an educational environment conducive to educating the residents

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## ACGME Program Requirements

- Introduction
- Institutions
- Program personnel and resources
- Faculty**

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## Faculty

Faculty must be certified, devote sufficient time to the program, and add to the educational environment (common requirement)

- *Minimum number and scope of qualifications*
- *Neurology faculty to resident ratio: 1:1*
- *Emergency Medicine 1:3 and must be "core" faculty*

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## ACGME Program Requirements

- Introduction
- Institutions
- Program personnel and resources
- Faculty
- Other program personnel**

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## Other Program Personnel

The institution and the program . . .

- *must jointly ensure the availability of adequate professional, technical, and clerical personnel.*

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## ACGME Program Requirements

- Introduction
- Institutions
- Program personnel and resources
- Faculty
- Other program personnel
- Resources**

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## Resources

- Facilities
- Support services
- Space and equipment

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## ACGME Program Requirements

- Introduction
- Institutions
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- Resources
- Resident appointments**

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## Resident Appointments

- Eligibility
- Resident complement
- Transfer of residents
- Presence of other learners

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## ACGME Program Requirements

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- Introduction
- Institutions
- Program personnel and resources
- Faculty
- Other program personnel
- Resources
- Resident appointments
- Educational program**

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## Educational Program

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- Specialty curriculum – overall educational goals
- Competencies  
(PC, MK, PBLI, ICS, P, SBP)
- Scholarly activities

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## Scholarly Activities

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Emergency Medicine Guidelines

- Each designated core faculty member must demonstrate at least one piece of scholarship per year as noted in the program requirements.

The program as a whole must demonstrate significant contributions to the specialty of Emergency Medicine; collective contributions should equal or exceed the total achieved if 20% of the core faculty were to publish one original, scientific peer-reviewed publication each year.

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- Educational program
- Evaluation

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## Evaluation

- The program must document systematic evaluation of the curriculum annually by monitoring:
  - Resident performance
  - Faculty development
  - Graduate performance (including performance on certifying examinations)
  - Program quality

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## Evaluation

### Assessment of Program Quality

- Residents and faculty must annually evaluate the program confidentially and in writing
- The program must use the findings, along with other program evaluation results, to improve the program

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## Evaluation

- ❑ If deficiencies are found:
  - Prepare an action plan
  - Document performance improvement initiatives
  - Present plan to teaching faculty for approval
  - Document in meeting minutes

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## Evaluation

- ❑ Formative Resident Evaluation
  - Objective assessments, multiple indicators, semi-annual
  - Summative Resident Evaluation
  - Systematic evaluation of the curriculum annually
- ❑ Summative Resident Evaluation
  - "... demonstrated sufficient competence to enter practice without direct supervision"

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## ACGME Program Requirements

- ❑ Introduction
- ❑ Institutions
- ❑ Program personnel and resources
- ❑ Faculty
- ❑ Other program personnel
- ❑ Resources
- ❑ Resident appointments
- ❑ Educational program
- ❑ Evaluation
- ❑ **Duty hours**

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## Duty Hours

- Education about fatigue
- Limited to 80 hours per week
- One day in seven free
- On call no more than every third night

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## Experimentation and Innovation

- Projects that may deviate from the institutional, common and/or specialty requirements
  - *Curricular Formats*
  - *Research Pathways*

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### Program Requirements: *Take Home Points*

- ❑ Accreditation decisions are based on compliance with **ALL** specialty requirements
- ❑ Each specialty has a designated team to assist in interpreting the program requirements
- ❑ Program requirement resources include specialty society meetings and the ACGME web page

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### Program Requirements: *Take Home Points*

- ❑ Program requirements are reviewed at least every 5 years
  - *The revision process is open and transparent, and includes a 45-day comment period*
  - *Program Directors can recommend changes to the Executive Director of the specialty*
  - *Proposed major changes are often discussed at specialty society meetings*

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### Program Requirements: *Take Home Points*

#### Effective Use of Program Requirements

- *Self assessment*
- *Continuous program improvement*
- *Completion of the program information form*
- *Planning residency educational activities*
- *Communicating with peers about what works well*

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*Thank You!*

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