

MEMORANDUM



TO: Plastic Surgery Community

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

DATE: March 29, 2023

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

The Review Committee is soliciting nominations for its next resident member for a term that will run July 1, 2024 to June 30, 2026.

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.
- Residents enrolled in an integrated (six-year) program must be, at a minimum, in the second year of residency at the time of nomination.
- Residents in an independent (three-year) program must be in their first year of plastic surgery education at the time of nomination.

The resident member may not serve on two Review Committees simultaneously and must not be from the same institution as another current member of the Review Committee. There may be a maximum of two Review Committee members from the same state at any time. In addition to geographical diversity, the Review Committee values a diverse and inclusive membership and encourages nominees from underrepresented groups.

As of July 1, 2024, the following states and institutions will be represented on the Review Committee:

- California, University of California San Diego
- Michigan, University of Michigan
- New York, Icahn School of Medicine at Mount Sinai
- North Carolina, Wake Forest School of Medicine
- Ohio, Ohio State University Wexner Medical Center
- Ohio, University of Cincinnati
- Texas, Elysian Plastic Surgery
- Texas, WellMed Medical Management
- Washington, University of Washington

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 Review Committee meetings (two to 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.

Note: It is the program director's responsibility to ensure that the resident 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, 2024, 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 one observational Review Committee meeting.

To Submit a Nomination

Submit the following documents electronically:

- A completed nomination form (interested individuals should email Kelsey Sill (ksill@acgme.org) for the form)
- Letter of interest from the resident/fellow, including a personal statement, and 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. including 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.

Email completed nominations by **Monday, July 31, 2023**, to Associate Executive Director Kelsey Sill: ksill@acgme.org. 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 2023 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 two to 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. Information specific to the Review Committee for Plastic Surgery is on the Plastic Surgery section of the ACGME website: <http://www.acgme.org/Specialties/Overview/pfcatid/19>.

Contact Ms. Sill with questions: ksill@acgme.org or 312.755.5784.

Key Dates

Nominations Due July 31, 2023

Required Meetings

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

Orientation and Review Committee Meeting January 24-26, 2024
(Required Observation)

Review Committee Meeting April 18-19, 2024

CRCR Meeting May 2-3, 2024
(Incoming Resident Member)

Resident Member Term Begins July 1, 2024

CRCR Meeting Fall (TBD), 2024

Review Committee Meeting January (TBD), 2025

Review Committee Meeting April (TBD), 2025

CRCR Meeting May (TBD), 2025

CRCR Meeting Fall (TBD), 2025

Review Committee Meeting January (TBD), 2026

Review Committee Meeting April (TBD), 2026

CRCR Meeting May (TBD), 2026

Resident Member Term Ends June 30, 2026