



TO: Preventive Medicine Program Directors

FROM: Kate Hatlak, EdD
Executive Director
Review Committee for Preventive Medicine

DATE: May 27, 2022

RE: Next Resident Member of the Review Committee for Preventive
Medicine

The Review Committee for Preventive Medicine is requesting nominations for its next resident member. The resident member will serve a two-year term from July 1, 2023-June 30, 2025.

Qualifications of the Resident Member

The resident member must be enrolled in an ACGME-accredited preventive medicine residency program at the time of appointment and must have at least one year of education in the program left at the start of the term.

The Review Committee may have up to two members from the same state, but members cannot be from the same city/metropolitan area or institution as a current member of the Review Committee. At the time of next resident member's appointment, the Review Committee membership represents the following:

- Centers for Disease Control and Prevention, Atlanta, Georgia
- Decatur Memorial Hospital, Decatur, Illinois
- Georgia Department of Public Health, Atlanta, Georgia
- Johns Hopkins University, Baltimore, Maryland
- Kinetic Medical Consultants, St. Petersburg, Florida
- NASA Johnson Space Center, Houston, Texas
- University of Mississippi, Jackson, Mississippi
- USAF School of Aerospace Medicine, Wright-Patterson Air Force Base, Ohio

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 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 10-12 hours to program review before each Review Committee meeting.

The resident member is also a member of the Council of Review Committee Residents (CRCR). The CRCR is composed of the resident members of each

Review and Recognition 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, typically in May and September.

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 as expected. While this nomination is for a term that begins July 1, 2023, the resident member will start orientation/observation activities eight months prior to the official start date.

To Submit a Nomination

To nominate a resident, submit the following:

- Resident's statement of intent and purpose
- Resident's full curriculum vitae
- Two letters of recommendation

The resident's statement of intent must include a response to the following question: "What are the two most important educational changes you believe are necessary for the specialty?" One of the two letters of recommendation must be from the nominee's program director and must include assurance that the resident 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.

Email nominations, by **August 1, 2022**, to Accreditation Administrator Sarah Gluckstein: sgluckstein@acgme.org. A Review Committee staff member will confirm that the nomination is received.

Selection of Next Resident Member

The Review Committee will review nominations in August 2022 and forward its selection to the Board of Directors for approval at its September 2022 meeting. All program directors who submit nominations will be notified of the selection by email after the ACGME Board meeting.

Additional Information

An orientation will be planned for the resident member prior to the Review Committee's November 10-11, 2022 meeting, followed by participation in that meeting as an observer. Review Committee meetings usually last one to two days. The Review Committee meets twice per year, usually in November and April, and members must attend all meetings. All travel- and meeting-related 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 Preventive Medicine is on the [specialty section](#) of the ACGME website. [Policies and Procedures for Review Committees](#) can also be found on the ACGME website, in the About Us section.

Contact Accreditation Administrator Sarah Gluckstein with specific questions: sgluckstein@acgme.org or 312.755.7466.

Dates to Note

Nominations due:	August 1, 2022
Review Committee decision made:	August 2022
Program directors notified:	October 2022
Review Committee orientation:	November 2022
Review Committee meeting (observing):	November 10-11, 2022
Resident member term begins:	July 1, 2023
CRCR meeting:	September 2023
Resident member term ends:	June 30, 2025