Call for Candidates for AMA Nomination for the ACGME Review Committee for Orthopaedic Surgery

The AMA is soliciting AMA member candidates for nomination by the AMA Board of Trustees to serve as a member of the Accreditation Council for Graduate Medical Education Review Committee for Orthopaedic Surgery (ACGME RC-OS).

TERM
The term of this position is 6 years, from July 1, 2020, through June 30, 2026. Review Committee members who have resigned before completion of the 6-year term cannot be appointed to another Review Committee for at least 2 years.

TIME REQUIREMENT
Nominees must be able to devote sufficient time to the Review Committee’s work. The Review Committee meets two times per year in person for program review during the months of January and April, and one time in August (in person or web conference, as needed) for interim requests and other Review Committee business. The duration of meetings is 1.5 to 2 days when reviewing programs or when a retreat or business meeting is associated with the program review meeting. Web conference meetings usually will not exceed 2 hours. RC members must attend all Review Committee meetings.

Nominees will need sufficient time to fulfill the responsibilities to the Committee. This includes: an estimated 50-60 hours for program review assignments (up to 15-20 full reviews per meeting), subcommittee work (as assigned), as well as prep time for each Review Committee meeting to review agenda items (and related documents) and actual travel/attendance to each Review Committee meeting. Anticipated dates for ACGME Review Committee Activities:

- One Review Committee Meeting as Observer and New Member Orientation – April 2020
- Review Committee Meetings:
  - Two accreditation meetings per year, usually during January and April
  - One retreat or business meeting (in person or web conference) in August

CRITERIA FOR NOMINATIONS TO ACGME RC-OS

ACGME RC-OS Requirements

1. Nominees must be currently certified by the American Board of Orthopaedic Surgery and must have additional expertise or fellowship training in Foot and Ankle.

2. Although a Review Committee can have up to two members from the same state, they cannot be from the same institution or city/metropolitan area. Accordingly, individuals should not be nominated from the following institutions and areas:


• Mayo Clinic – Jacksonville, FL
• Emory University – Atlanta, GA
• University Medical Center, Inc. – Louisville, KY
• University of Michigan – Ann Arbor, MI
• State of Missouri (two current RC members from MO)
• Dartmouth-Hitchcock Medical Center --- Lebanon, NH
• Wake Forest, NC
• State of New York (two current RC members from NY)
• University of Vermont Medical Center – Burlington, VT

3. Nominees must have at least 5 years’ experience as a program director with no more than 3 years since serving in that capacity in an ACGME-accredited program.

4. Nominees’ programs must have status of continued accreditation.

5. Nominees must demonstrate evidence of service in orthopaedic societies or other national professional organizations/societies; academic appointment at the rank of associate professor or professor; and scholarly achievements.

6. Nominees must be skilled in the use of computers. Review Committee members must use electronic systems for reimbursement of expenses and accreditation activities, including program reviews.

7. Nominees must have knowledge and skills in analysis of data sets and a basic knowledge of interpreting statistics regarding resident experience and program performance for accreditation.

8. To promote racial and gender diversity, the Review Committee seeks female as well as minority nominees.

9. Nominees must be able to devote sufficient time to the Review Committee’s work. The Review Committee meets two times per year in person for program review during the months of January and April, and one time in August (in person or web conference, as needed) for interim requests and other Review Committee business. The duration of meetings is 1.5 to 2 days when reviewing programs or when a retreat or business meeting is associated with the program review meeting. Web conference meetings usually will not exceed 2 hours. RC members must attend all Review Committee meetings.

10. Nominees will need sufficient time to fulfill the responsibilities to the Committee. This includes: an estimated 50-60 hours for program review assignments (up to 15-20 full reviews per meeting), subcommittee work (as assigned), as well as prep time for each
Review Committee meeting to review agenda items (and related documents) and actual travel/attendance to each Review Committee meeting.

**AMA Requirements**
Each nominee recommended by the AMA must be a member of the AMA at the time of nomination. If appointed, he/she must maintain AMA member status throughout the term of appointment. AMA membership does not guarantee a position. Non-members may activate their membership online at www.ama-assn.org/go/join or call AMA Member Relations at 800.262.3211.

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**TO APPLY FOR NOMINATION**
To apply for nomination, complete and email the following documents to Mary O’Leary at mary.oleary@ama-assn.org. The documentation must be received no later than **Monday, January 21, 2019**.

- Completed electronic **Application for AMA Nomination for External Leadership Position – RC-OS** (MS Word document preferred). This document is included on the AMA Council on Medical Education **Leadership Opportunities** page as part of the position posting.

- Current **abbreviated curriculum vitae** [not to exceed three (3) pages].

- Current **full curriculum vitae**.

- **Optional**: Up to two letters of recommendation addressed to the AMA.

  Note that, if nominated, letters of recommendation may be included as part of the nominee materials sent to the requesting organization.

Please direct questions to:

Mary O’Leary  
Program Administrator  
AMA Council on Medical Education  
Ph: 312-464-4515  
mary.oleary@ama-assn.org