Call for Candidates for AMA Nomination for the ACGME Review Committee for Family Medicine

The AMA is soliciting AMA member candidates for nomination by the AMA Board of Trustees for the Accreditation Council for Graduate Medical Education Review Committee for Family Medicine (ACGME RC-FM).

TERM
The term of the position is 6 years, from July 1, 2025, through June 30, 2031.

TIME REQUIREMENT
Nominees must be able to devote enough time to the Committee’s work. The Review Committee for Family Medicine meets three times a year. The duration of meetings is typically 1.5 – 2.5 days. Review Committee members must attend all Committee meetings.

Nominees will need enough time to fulfill the responsibilities to the Committee. This will include participation in: 1) new program reviews and other non-accreditation reviews; 2) annual data review for all accredited programs; 3) subcommittee work (as assigned); 4) prep time for each Review Committee meeting to review agenda items (and related documents); and 5) actual travel/attendance to each meeting.

Future meeting dates have not been determined beyond 2024; however, it is expected that the Review Committee will meet three times a year: January, April (observation meeting to occur in April 2025), and October. Actual dates will be communicated in a formal welcome letter to the appointee.

CRITERIA FOR AMA NOMINATION TO ACGME RC-FM

ACGME RC-DERM Requirements for this Opportunity

1. Nominees must be a board-certified family medicine physician with a background in education and expertise in graduate medical education.

2. Although a Review Committee may have up to two members from the same state, they may not be from the same institution and preferably not from the same city/metropolitan area. Accordingly, individuals should not be nominated from the following institutions:
3. Nominees must be skilled in the use of computers. Committee members must use
electronic systems for reimbursement of expenses and many accreditation activities,
including program reviews.

4. Nominees must be able to devote enough time to the Committee’s work. The Review
Committee for Family Medicine meets three times a year. The duration of meetings is
typically 1.5 - 2.5 days. Review Committee members must attend all Committee
meetings.

5. Nominees will need enough time to fulfill the responsibilities to the Committee. This will
include participation in: 1) new program reviews and other non-accreditation reviews;
2) annual data review for all accredited programs; 3) subcommittee work (as assigned);
4) prep time for each Review Committee meeting to review agenda items (and related
documents); and 5) actual travel/attendance to each meeting.

6. It is desired that nominees have experience as a program director for a core family
medicine residency program or served as the DIO for an institution offering accredited
GME programs, and not out of the role for more than 3 years.

7. Nominees must participate in major specialty societies or have current or past
association with graduate medical education.

8. Nominees’ programs must have a status of Continued Accreditation.

9. Additional characteristics that are desired:
a. Ability to express views clearly and concisely
b. Demonstrate ability to work collaboratively
c. Fairness

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 https://member.ama-assn.org/join-renew/ 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.grandau@ama-
assn.org by **Monday, April 15, 2024**.
1. Completed electronic **Application for AMA Nomination for External Leadership Position – ACGME RC-FM** (MS Word document preferred). This document is included on the AMA **Medical Education Leadership Opportunities** Web page.

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

3. Current **full curriculum vitae**.

4. **Optional**: Up to two letters of recommendation, addressed to the AMA.
   
   Note: If nominated, letters of recommendation may be included as part of the nominee materials sent to the requesting organization.

Please direct questions to:

Mary Grandau  
Program Administrator  
AMA Council on Medical Education  
mary.grandau@ama-assn.org

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