

TO: Neurology Program Directors

FROM: Tiffany Hewitt, MHA  
Associate Executive Director, Review Committee for Neurology  
[thewitt@acgme.org](mailto:thewitt@acgme.org)

DATE: August 8, 2022

RE: Resident Member of the Review Committee for Neurology

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The Review Committee for Neurology is requesting nominations for its next resident member.

**Qualifications of the Resident Member**

Nominees must be enrolled in a residency or fellowship program at the time of the appointment and may not serve more than one year beyond completion of that residency or fellowship. The term of the resident member is two years. Upon completion of a two-year term, the resident member may not be appointed again to the same Review Committee.

Resident members may not serve on two Review Committees simultaneously and must not be from the same state or institution as another member of the Committee. Currently these include:

University of Colorado Aurora, Colorado	Mayo Clinic Rochester, Minnesota
Hartford Hospital Hartford, Connecticut	SUNY Upstate Medical University Syracuse, New York
University of Michigan Ann Arbor, Michigan	Geisinger Health System Danville, Pennsylvania
Michigan Institute for Neurological Disorders Farmington Hills, Michigan	University of Virginia Charlottesville, Virginia

**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 complying with the same confidentiality, conflict of interest, duality of interest, and fiduciary responsibility policies as the other members. Resident members must be able to devote an estimated 15-20 hours to program review before 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

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.

*Note: It is the responsibility of the program director of the resident member's residency or fellowship to ensure that the resident will have the necessary time to review programs, attend Review Committee and CRCR meetings, and participate in activities of the Review Committee and the ACGME as is required for Review Committee members. While this nomination is for a term that officially begins July 1, 2023, the resident/fellow will begin participating in activities three months prior to that start date in order to observe one CRCR and Review Committee meeting.*

### **Selection of Next Resident Member**

The Review Committee will review nominations in October 2022 and will forward its selection to the ACGME Board of Directors for approval at the November 2022 meeting.

### **To Submit a Nomination**

For this vacancy, please provide the names of nominees, along with a full Curriculum Vitae and a letter of support from each nominee's residency program director ensuring that he or she 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, to Ms. Tiffany Hewitt, [thewitt@acgme.org](mailto:thewitt@acgme.org), by September 30, 2022. If your organization's process for selecting nominees (if applicable) will not accommodate the requested deadline, please notify Ms. Hewitt as soon as possible.

### **Additional Information**

The Review Committee meeting dates have been identified and are:

Review Committee meeting to observe:	April 2023
Two Review Committee meetings per year:	January and April

CRCR meetings are all-day sessions, and the resident member will have to schedule travel plans accordingly, including flying to Chicago on the day before the meeting and flying out the evening of the meeting.

Two CRCR meetings per year	May and October
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All travel- and meeting-related expenses are covered by the ACGME.

Information about the Review Committee for Neurology as well as the ACGME, can be found at [www.acgme.org](http://www.acgme.org). [Policies and Procedures for Review Committees](#) can be found in the **About Us** section of the website.

Email Tiffany Hewitt, [thewitt@acgme.org](mailto:thewitt@acgme.org), with specific questions.