

TO: Colon and Rectal Surgery Community

FROM: Jennifer Luna, Associate Executive Director  
Review Committee for Colon and Rectal Surgery

DATE: July 17, 2023

RE: Call for Resident Member: Review Committee for Colon  
and Rectal Surgery

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The Review Committee for Colon and Rectal Surgery is requesting nominations for its next resident member. The appointment is for a two-year term beginning July 1, 2024 and ending June 30, 2026.

**Qualifications of the Resident Member**

The resident member must have been enrolled in an ACGME-accredited colon and rectal surgery program during Academic Year 2022-2023. If selected, approval will be contingent on successful completion of the colon and rectal surgery residency.

The resident member must be able to critically review colon and rectal surgery residency program data in accordance with the guidelines established by the ACGME.

The resident member must be able to communicate resident issues to the Review Committee.

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

- Des Moines College of Osteopathic Medicine, Des Moines, Iowa
- Saint Joseph Mercy Health System, Ann Arbor, Michigan
- Spectrum Health/MSU, Grand Rapids, Michigan
- Mayo Clinic, Rochester, Minnesota
- Harris County Public Health, Houston, Texas
- University of Washington, Spokane, Washington

**Responsibilities of the Review Committee 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 all members.

The resident member must be able to devote 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), which is comprised of the resident members from each Review and Recognition Committee. CRCR

participation is very important to the ACGME because it provides valuable input and feedback to the ACGME Board about matters related to residents, graduate medical education, and accreditation. The CRCR meets twice a year 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, 2024, please know that the resident/fellow will start orientation/observation activities three months prior to the official start date, to including a formal orientation meeting and observation of one Review Committee meeting.*

The resident member must work on projects as the need arises.

### **To Submit a Nomination**

Interested residents must submit a personal statement describing their interest and professional qualifications for serving on the Review Committee to their program director, along with a current Curriculum Vitae (CV).

The program director must submit the resident's personal statement and CV, along with a letter of recommendation stating 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 when necessary.

All nominations must be submitted, no later than August 11, 2023, to Review Committee Associate Executive Director Ms. Jennifer Luna: [jluna@acgme.org](mailto:jluna@acgme.org). Once the submission is received, a member of the Review Committee staff will confirm the nomination via email.

All nominees will be notified of the Review Committee's decision after final confirmation by the ACGME Board of Directors.

### **Additional Information**

In addition to attendance at the Review Committee meeting scheduled for April 19-20, 2024, for observation, the resident member will be required to participate in a half-day New Member Orientation prior to or immediately following the April Review Committee meeting.

Review Committee members must use electronic systems for reimbursement of expenses and other accreditation activities (e.g., program reviews). The resident member is expected to travel two or three times per year to meet as a member of the Review Committee at the ACGME office in Chicago, Illinois. These meetings typically last for one-and-a-half days. All related travel and meeting expenses are covered by the ACGME. In addition, CRCR meetings are all-day sessions, requiring similar travel arrangements.

Information about the Review Committee for Colon and Rectal Surgery and the ACGME can be found at [www.acgme.org](http://www.acgme.org) – select “Colon and Rectal Surgery” under the “Specialties” header. Policies and procedures for the Review Committees are in the *ACGME Manual of Policies and Procedures*, which can also be found on the ACGME website, in the “About Us” section.

Contact Associate Executive Director Ms. Jennifer Luna with any questions via email or by phone: [jluna@acgme.org](mailto:jluna@acgme.org) or 312.755.5036.

**Key Dates**

Nominations Due:	August 11, 2024
Review Committee meeting (observing):	April 19-20, 2024
Resident member's term begins:	July 1, 2024
CRCR Meeting:	September 2024
Review Committee meeting:	September 2024 Virtual
Review Committee meeting:	January 2025
Review Committee meeting:	April 2025
CRCR meeting:	May 2025
CRCR meeting:	September 2025
Review Committee meeting:	September 2025 Virtual
Review Committee meeting:	January 2026
Review Committee meeting:	April 2026
CRCR meeting:	May 2026
Resident member's term ends:	June 30, 2026