

To: GME Community

From: Eileen Anthony, Executive Director  
Review Committee for Dermatology

Date: January 9, 2024

Re: Nominees for the Review Committee for Dermatology

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The ACGME Review Committee for Dermatology is soliciting public member candidates for a term of appointment of six years (July 1, 2024-June 30, 2031).

This position offers an opportunity to ensure that dermatology residency and fellowship programs meet accreditation standards and to improve the patient care delivered by resident and fellow physicians. Review Committee public members gain valuable insight into the graduate medical education accreditation process and enhance their personal leadership and discernment skills.

The Review Committee will select a nominee to recommend for confirmation by the ACGME Board of Directors based on current needs, nominees' professional qualifications, and committee diversity regarding gender, race, and geography. In making its selection, the Review Committee will assess each nominee's qualifications according to the following criteria:

1. 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:

- Loma Linda University
- Mayo Clinic
- Northwestern University
- University of Louisville
- University of Tennessee
- University of Texas at Austin
- University of Wisconsin, Madison
- University of Wisconsin, Milwaukee

2. Nominees will need sufficient time to fulfill the responsibilities of the Review Committee, to include: an estimated 30 hours for program review assignments prior to meetings; subcommittee work as assigned; conference calls; prep time for each committee meeting to review agenda items with related documents; and travel/attendance to each Review Committee meeting. Review Committee members must attend one observational meeting, an ACGME orientation, and all Review Committee meetings. The Review Committee meets two times per year (usually during January and April), typically for one-and-a-half days per meeting.

3. Nominees must possess the following skills:

- Ability to effectively use computers and electronic systems, including familiarity with Microsoft Word and uploading/downloading files. Review Committee members use electronic systems for most accreditation activities (e.g., program reviews) and for reimbursement of expenses.
- Knowledge and skills in analysis of data and a basic knowledge of interpreting statistics.
- Ability to read and synthesize large amounts of information to draw conclusions.
- Ability to engage in constructive, professional dialogue.
- Confidence making a case for decisions that may not align with others' opinions.
- Experience working with teams or committees to make decisions.

A general understanding of graduate medical education is helpful, but not required.

Meeting dates have not been determined beyond 2024; however, it is expected that the Review Committee will meet twice a year in or about January and April. Actual dates will be communicated in a formal welcome letter to the appointee.

Review Committee meeting to observe:	<b>April 11-12, 2024</b>
Two Review Committee meetings per year	TBD

For this vacancy, complete the first two pages of the Review Committee Public Member Nominee Form and submit those by email with the nominee's curriculum vitae to Review Committee Associate Executive Director Sandra Benitez, [sbenitez@acgme.org](mailto:sbenitez@acgme.org), by **February 1, 2024**.

More information about the Review Committee for Dermatology and the ACGME can be found on the ACGME website, [www.acgme.org](http://www.acgme.org). ACGME policies and procedures for Review Committees and members can be found in the ACGME Manual of Policies and Procedures, [which can be found](#) on the [Policies and Related Materials](#) page of the About section of the ACGME website.

Email Sandra Benitez, [sbenitez@acgme.org](mailto:sbenitez@acgme.org), with specific questions.