Fellowship Applicants
International Interviews
Information Session

Presented by:
Karen M. Freeman, FACHE, CAE
Manager, Domestic and International Credentialing
Member Services
January 2018
1. Purpose of the Interviews
2. Interview Teams and Applicants
3. Interview Process
4. Interviewing Resources
5. Interview Team’s Responsibilities
6. Questions and Answers
1. Purpose of the Interviews

**EVALUATE...**
- the clinical judgment and surgical ability of each applicant
- the applicant’s Continuing Medical Education
- the applicant’s medical ethics

**PROVIDE...**
- a report on each applicant
- recommendations of each applicant’s eligibility for Fellowship
2. Interview Teams and Applicants

*Interview Teams*

- Governor & Chapter Leaders of each Country
- Members of the International Relations Committee (IRC) Fellowship Sub-Committee
## International Applicants

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicants</td>
<td>673</td>
<td>596</td>
</tr>
<tr>
<td>Increase</td>
<td>13%</td>
<td>9%</td>
</tr>
</tbody>
</table>
Interview Teams and Applicants

97 International Countries...

with a Governor and Chapter Leader
- 48 Countries
- Most countries have 4 applicants
- Highest # of applicants = 75

without a Governor or Chapter Leader
- 49 Countries
- Most countries have 1 applicant
- Highest # of applicants = 26
### Interview Teams and Applicants

#### Interviewers to Applicants

<table>
<thead>
<tr>
<th>Less than or equal to 15</th>
<th>Greater than 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Governor &amp; Chapter Leader</td>
<td>You will receive the number of applicants you are expected to interview by</td>
</tr>
<tr>
<td>• Two IRC Fellowship Subcommittee Members</td>
<td>Friday, January 19</td>
</tr>
</tbody>
</table>
## Interview Teams and Applicants

### Countries with more than 15 applicants

<table>
<thead>
<tr>
<th>Country</th>
<th>Applicants#</th>
</tr>
</thead>
<tbody>
<tr>
<td>India</td>
<td>75</td>
</tr>
<tr>
<td>Nigeria</td>
<td>32</td>
</tr>
<tr>
<td>Philippines</td>
<td>32</td>
</tr>
<tr>
<td>Brazil</td>
<td>31</td>
</tr>
<tr>
<td>Japan</td>
<td>30</td>
</tr>
<tr>
<td>Pakista</td>
<td>29</td>
</tr>
<tr>
<td>China</td>
<td>27</td>
</tr>
<tr>
<td>Saudi Arabia</td>
<td>27</td>
</tr>
<tr>
<td>Mexico - Federal District</td>
<td>20</td>
</tr>
<tr>
<td>Turkey</td>
<td>20</td>
</tr>
<tr>
<td>United Arab Emirates (UAE)</td>
<td>18</td>
</tr>
</tbody>
</table>
3. Interview Process

Timeline

• December 1, 2017
  Application Deadline

• February 23, 2018
  Interview teams provide meeting date to ACS

• February through March
  Application information is provided to chairs

• March through May 31
  Interview teams conduct interviews
Interview Process

Timeline continued...

• **June 15**
  Deadline for the Interview Teams to submit their applicants’ reports to ACS

• **May through early June**
  Recommended Applicants are submitted to the Board of Regents for approval

• **July 15**
  Deadline for notifying applicants of the action taken on their applications

• **October**
  Clinical Congress - Approved Applicants Become New Fellows
4. Interviewing Resources

- Biographical Summary
- Curriculum Vitae
- Excel Spreadsheet
- Interview Report Form
- References
The American College of Surgeons wishes to promote full participation in College activities by all surgeons; young surgeons, women surgeons, surgeons from minority groups, and surgeons from all practice venues. The College strongly supports and is committed to ensuring pluralism and equal opportunity which recognizes and respects the diversity of its members in order to maintain the highest standards of leadership in the profession. Specific recruitment of Fellows from under-represented groups within the American College of Surgeons, including women, minorities, young surgeons, and private practitioners, is essential to maintain the strength of the College.
### Applicant’s Biographical Summary

**Edwin Ubamadu**

**Personal Information**
- **Address:** Region 900, Kirkos Sub City, House No. 047 Woreda
- **City:** Addis Ababa
- **Phone:** (999) 1111111
- **Birthday:** 08/03/1981
- **Email:** facapplicant@yahoo.com

**Licensure**
- **Name of State/Province:**
- **License:** Full
- **License Number:** GO/181/8/35
- **Original Issuance Date:** 11/08/2007

**Certification**
- **Certified By:**
  - International or Royal College
  - International or Royal College
  - International or Royal College
- **Certifying Board:**
  - COSECSA
  - Addis Ababa Univ.-Specialty (General Surgery)
- **Certificate #:**
  - 12/06/2007
  - 04/11/2007
  - 11/08/2007

**Surgical Practice Information**
- **Type of Practice:** Full-time Academic
- **Composition of Surgical Practice:**
  - **Percent:** 50
  - **Specialty:** General Surgery
  - **Percent:** 50
  - **Specialty:** Thoracic Surgery
## References

<table>
<thead>
<tr>
<th>Name</th>
<th>Specialty</th>
<th>Email</th>
<th>City</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACS Fellow One, MD FACS</td>
<td>Vascular Surgery</td>
<td><a href="mailto:acsfellow1@gmail.com">acsfellow1@gmail.com</a></td>
<td>Madison</td>
<td>Nigeria</td>
</tr>
<tr>
<td>ACS Fellow Two, MBBS FACS</td>
<td>General Surgery</td>
<td><a href="mailto:acsfellow2@hotmail.com">acsfellow2@hotmail.com</a></td>
<td>Rome</td>
<td>Italy</td>
</tr>
<tr>
<td>ACS Fellow Three, MD FACS</td>
<td>General Surgery</td>
<td><a href="mailto:acsfellow3@yahoo.com">acsfellow3@yahoo.com</a></td>
<td>London</td>
<td>England</td>
</tr>
</tbody>
</table>
Interview Report Form

Report of the International Interview Team

Applicant Name: [blank]
Applicant’s City/State: [blank] Country: [blank]

1. Does the applicant practice within the scope of their designated specialty?
   - [ ] Yes  [ ] No  Comments: [blank]

2. Did the applicant respond satisfactorily to general questions regarding their clinical knowledge and experience?
   - [ ] Yes  [ ] No  Comments: [blank]

Instructions: Download fillable form to your computer. For multiple choice circles, click to select response. For text fields, click in the field and then type response.

Each applicant's report must be saved separately.

American College of Surgeons
Inspiring Quality: Highest Standards, Better Outcomes

100+ years
Interview Report Form continued...

9. Does this Interview Team recommend to the Chicago Office any additional sources to contact for further information regarding this applicant's eligibility for Fellowship?
   - Yes [ ]
   - No [ ]
   If yes, please record individuals, hospitals, or organizations to contact.
     Full Name: [ ]
     Hospital/Organization: [ ]
     Contact information: [ ]

10. Does this Interview Team consider this applicant eligible for Fellowship?
    - Yes [ ]
    - No [ ]
    - Refer decision to Board of Regents [ ]

    If no or Refer decision to Board of Regents, please write the FACTS and SOURCES of the information supporting this adverse opinion and submit in a separate document. Documentation supporting this opinion must be attached to this report.

<table>
<thead>
<tr>
<th>Interview Information</th>
<th>Names of Interviewers present during Interview:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Interview: [ ]</td>
<td>1. Name: [ ]</td>
</tr>
<tr>
<td>Method in which applicant was interviewed:</td>
<td>2. Name: [ ]</td>
</tr>
<tr>
<td>□ In Person</td>
<td>□ Videoconference</td>
</tr>
<tr>
<td>If interview was conducted via videoconference or other resource, please name resource: (Skype, Free Conference Anywhere, Kakao, etc.) [ ]</td>
<td>3. Name: [ ]</td>
</tr>
<tr>
<td>Applicant was not interviewed: [ ]</td>
<td></td>
</tr>
<tr>
<td>Governor/Chapter Leader/IRC Subcommittee Member:</td>
<td></td>
</tr>
<tr>
<td>Signature: [ ]</td>
<td></td>
</tr>
<tr>
<td>Date: [ ]</td>
<td>Country: [ ]</td>
</tr>
</tbody>
</table>
Interviewing Resources

• DropSend® Link
  • Window XP/Vista/ 8 or higher
  • MAC OS X or higher
  • 14 Days to retrieve information

Hi Jane,

Please have a look at this and let me know what you think!

Thanks,
Ryan

File name: colorado_photos.zip
Download: http://myaccount.dropsend.com/pickup/3bc7e8f
Size: 203 MB
5. Interview Team Responsibilities

- Collaborate with team member to set date, time & method of conducting the interviews
- Notify ACS of interview date
- Arrange the interview with the applicant
- Review the applicant’s biographical summary and CV in advance
- Make recommendations to ACS
- Complete and submit the Interview Report Form
Interviewing Resources

Status of your ACS Fellowship Application

The following dashboard provides information regarding the status of your Fellowship application. Items that are greyed out are informational only. Items in bold are outstanding and require action. In addition to this dashboard, you will receive periodic updates. Please direct any questions to facsapplications@facs.org.

☑ Your application was sent to your local committee or interview team for review. The committee or team chair will be contacting you directly to schedule your interview. Interviews are held in March, April, and May. Full-time military applicants are exempt from the interview process.

Your interview date is:

If your interview date is not yet listed, or if you would like more information about your local committee or interview team, please contact the Credentialing Section in Member Services at facsapplications@facs.org or (800) 293-9623.
Methods to Conduct Interviews

- Face-to-Face
- Video Conference
- Telephone Conference
Interview Team Responsibilities

Free Video Conference Services

- EZTalks Starter
- Free Conference Calls
- Google Hangouts
- Imo Video Calls

- Kakao Talk
- Skype
- Slack
- Zoom
International Instructional Webinar

• Feedback/Suggestions

Send to:
Karen M. Freeman
kfreeman@facs.org
ACS Staff Contacts

- **Regan Donald**  
  International Credentials Analyst  
  *(IRC Fellowship Subcommittee)*  
  Email: rdonald@facs.org  
  Telephone: (312) 202-5275

- **Michelle Miller**  
  International Credentials Analyst  
  *(Governor/Chapter Countries)*  
  Email: mmiller@facs.org  
  Telephone: (312) 202-5454

- **Karen M. Freeman, FACHE, CAE**  
  Manager, Domestic and International Credentials  
  Email: kfreeman@facs.org  
  Telephone: (312) 202-5284

- **International Credentials General Questions and Information**  
  Email: intlapp@facs.org  
  Telephone: (800) 293-9623