



The Fellowship Program of the Consortium of ACS Accredited Education Institutes

Aims

To improve the quality of surgical care by developing future leaders and scholars in the area of surgical education, simulation and training through the establishment of a Fellowship Program of the Consortium of ACS Accredited Education Institutes accredited by the American College of Surgeons' Division of Education

Goals

The goals of the Fellowship Program of the Consortium of ACS Accredited Education Institutes are:

1. To train scholars in the field of simulation-based surgical education and training
2. To ensure that Fellows possess the requisite knowledge and skills to serve as local and national resources in the field of simulation-based surgical education and training
3. To ensure the development of surgeons with a thorough understanding and knowledge in education theory in simulation and practice
4. To train Fellows to serve as future leaders of simulation centers and to run an accredited Education Institute
5. To enable Fellows through the use of their own resources to enhance the efficacy of their own programs
6. To have Fellows develop expertise in simulation-based surgical education and training activities
7. To ensure Fellows are trained in developing and implementing major research and development projects involving simulation-based surgical education and training, including the management of research grants

Eligibility to have an Accredited Fellowship Program of the Consortium of ACS Accredited Education Institutes are:

- ACS-accredited Education Institute that has achieved the status of full accreditation (ie., no areas of partial or non-compliance identified)
- It must be minimally a one (1) year Fellowship program and a maximum of three (3) years
- It must be a full-time program encompassing 40 hour a week in order to accomplish all the activities of the Fellowship Program
- It must have an established framework and sufficient resources to support the Fellowship Program
- It must have appropriate faculty and administrative support
- An application must be submitted for consideration and review by the Fellowship Committee of the ACS-AEI Consortium
- Must meet the Standards and Criteria of the Fellowship Program of the Consortium of ACS Accredited Education Institutes
- The sponsoring accredited Education Institute must continue to receive the status of full accreditation in its subsequent reviews for continued accreditation of the Fellowship Program

Eligibility of the Applicant to the Fellowship Program of the Consortium of ACS Accredited Education Institutes

- Completion of at least two years of a MD or DO residency program, or for non-physicians a minimum advanced degree equivalent to a Master's degree or a terminal degree and two years of relevant work experience
- For programs already having ACS-AEI Surgical Simulation Fellows, the majority of the Fellows should have been from a surgical oriented or anesthesia residency
- Letter of support from the Chair of the Department or another appropriate authority within the institution endorsing the applicant and confirming the eligibility of the applicant to enter into the Fellowship Program
- Letter from the candidate specifically defining his or her career goals, plan to achieve these goals, and the anticipated impact from participating in the Fellowship Program
- For the reaccreditation of the Fellowship Program, the majority of the Fellows during the three year accreditation period must have been from surgically oriented or anesthesia programs with at least two years of residency training

Standards and Criteria

- Standard I – Curriculum Requirements
- Standard II – Assessment Requirements
- Standard III – Operational Requirements
- Standard IV – Resource Requirements
- Standard V – Governance Requirements
- Standard VI - Advancement of the Field Requirements

Requirements

Criteria have been developed for each Standard to measure whether the accredited Education Institute meets the minimum requirements for the ACS Program for Accreditation of a Fellowship Program of the Consortium of ACS Accredited Education Institutes. Documentation (written, verbal or otherwise) will be the College's primary source of information to determine compliance with the Standards and Criteria. Application for the Fellowship Program of the Consortium of ACS Accredited Education Institutes from the American College of Surgeons is purely voluntary, and is supported solely by the interests of the accredited Education Institute or the parent institution seeking such accreditation.

Criteria

In order to be in compliance with the six Standards, the accredited Education Institute must provide documentation to confirm achievement of each Standard and its corresponding Criteria.

Standard I – Curriculum Requirements

The Fellowship Program of the Consortium of ACS Accredited Education Institutes must:

Criterion 1.1

Require the use of a curriculum that incorporates all of the following cognitive elements;

- Educational theory as it applies to simulation-based surgical education and training
- Curriculum design and evaluation
- Learner and program evaluation
- Administration and leadership
- Faculty development
- Technology support and simulation
- Human and fiscal resource management
- Research design and methodology
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Criterion 1.2

Require the use of a curriculum that provides the Fellow(s) with experiential learning opportunities in the following activities;

- Procedural training and assessment
- Simulated patients for training and assessment
- Team training and assessment
- Feedback and debriefing
- Teaching and assessing communication skills
- Teaching and assessing professionalism
- Teaching teachers
- Administration
- Assessment of teaching

- Assessment of Evaluation

Standard II – Assessment Requirements

The Fellowship Program of the Consortium of ACS Accredited Education Institutes must:

Criterion 2.1

Provide formative and summative feedback to the Fellow(s) on a semi-annual basis and maintain records of feedback for a period of five (5) years

Criterion 2.2

Receive formal written assessment and feedback from the Fellow(s) about the Fellowship Program

Criterion 2.3

Conduct long term follow-up of the Fellow(s) for at least five (5) years (post-Fellowship) to ascertain the impact of the Fellowship on the career progression of the Fellow(s)

Standard III – Operational Requirements

The Fellowship Program of the Consortium of ACS Accredited Education Institutes must:

Criterion 3.1

Have a written letter of support from the Chair of the applicant's department, and the ACS-accredited Education Institute's Director and Surgical Director confirming support for the applicant's participation in the Fellowship Program

Criterion 3.2

Have written documentation of the goals and objectives of the Fellowship Program

Criterion 3.3

Provide the Fellowship Director's CV to demonstrate sufficient experience in medical education and simulation-based surgical education and training that spans at least 5 years

Criterion 3.4

Ensure that the Fellowship Director is a Fellow of the American College of Surgeons (FACS) or have an equivalent designation

Criterion 3.5

Ensure that the Fellowship Director has a minimum of 10% dedicated time to the Fellowship Program, and this must be documented in a letter from an appropriate institutional official

Criterion 3.6

Demonstrate that the Fellow(s) are taught and evaluated by appropriately qualified and credentialed faculty and staff

Criterion 3.7

Ensure that the Fellowship Director serves as the supervisor and mentor to the Fellow(s)

Criterion 3.8

Create a written description of the learning objectives and goals of the Fellow's individual program, and require that the Fellowship Director and the Fellow(s) sign it

Criterion 3.9

Provide the Fellow(s) with a document at the time of orientation that states the disciplinary process and the steps for due process for the Fellowship Program

Criterion 3.10

Notify ACS Staff in writing when there is a change in the Fellowship Program, personnel or the status of the Fellow(s)

Criterion 3.11

Provide a description of the process used to select the Fellow(s) into the American College of Surgeons Program for the Accreditation of a Fellowship Program of the Consortium of ACS Accredited Education Institutes

Criterion 3.12

Provide the Fellow(s) with a Certificate upon successful completion of the Fellowship Program of the Consortium of ACS Accredited Education Institutes that is signed by the Fellowship Director and the Director of the Division of Education of the American College of Surgeons

Standard IV – Resource Requirements

The Fellowship Program of the Consortium of ACS Accredited Education Institutes must:

Criterion 4.1

Provide a budget that documents funding to support the Fellowship Program

Criterion 4.2

Document there is dedicated administrative support for the Fellowship Program by the accredited Education Institute

Criterion 4.3

Provide office space for the Fellow(s) to use

Criterion 4.4

Provide access to the library and to the Internet for the Fellow(s)

Criterion 4.5

Provide documentation of financial support for the Fellow(s) in the form of a stipend(s) and benefits

Criterion 4.6

Provide a travel budget for the Fellow(s) to attend and present at the ACS-AEI Consortium Meeting

Criterion 4.7

Demonstrate adequate resources and space for the Fellow(s) to conduct research activities

Standard V – Governance Requirements

The Fellowship Program of the Consortium of ACS Accredited Education Institutes must:

Criterion 5.1

Have a written mission statement describing its program

Criterion 5.2

Have a Fellowship Advisory Committee (with a minimum of three members) for each Fellow that meets quarterly to review and approve the applicant(s) and their program(s) of study for the Fellowship Program of the Consortium of ACS Accredited Education Institutes

Criterion 5.3

Require the Fellowship Advisory Committee to review at least quarterly to determine whether the Fellow(s) is successfully completing the objectives of their program as outlined

Criterion 5.4

Require the Fellowship Advisory Committee to review quarterly the effectiveness of its Fellowship Program through the review of its mission statement, curriculum and faculty, and the long-term follow-up of past Fellow(s), and as necessary, make recommendations for changes to the Fellowship Program

Standard VI – Advancement of the Field Requirements

The Fellowship Program of the Consortium of ACS Accredited Education Institutes must:

Criterion 6.1

Require that the Fellow(s) be involved in research opportunities such as;

- Simulator development/design
- Curriculum development
- Behavioral/validity research
- Enhanced delivery/innovative implementation
- Technical development and design of simulators
- Surgical educational research

Criterion 6.2

Demonstrate the Fellow(s) are involved in scholarly activity during their Fellowship Program

Criterion 6.3

Require the Fellow(s) present scholarly work from their Fellowship Program at the Annual Meeting of the Consortium of ACS-accredited Education Institutes, and to acknowledge the Fellowship Program of the Consortium of ACS Accredited Education Institutes in any publication or presentation of that scholarly work