

Background and Intent: While the ACGME recognizes the value of input from numerous individuals in the management of a fellowship, a single individual must be designated as program director and have overall responsibility for the program. The program director's nomination is reviewed and approved by the GMEC. Final approval of the program director resides with the applicable ACGME Review Committee.

II.A.2. The program director and, as applicable, the program's leadership team, must be provided with support adequate for administration of the program based upon its size and configuration. ^(Core)

II.A.2.a) At a minimum, the program director must be provided with support equal to a dedicated minimum of 0.2 FTE for administration of the program. ^(Core)

Background and Intent: To achieve successful graduate medical education, individuals serving as education and administrative leaders of fellowship programs, as well as those significantly engaged in the education, supervision, evaluation, and mentoring of fellows, must have sufficient dedicated professional time to perform the vital activities required to sustain an accredited program.

The ultimate outcome of graduate medical education is excellence in fellow education and patient care.

The program director and, as applicable, the program leadership team, devote a portion of their professional effort to the oversight and management of the fellowship program, as defined in II.A.4.-II.A.4.a).(16). Both provision of support for the time required for the leadership effort and flexibility regarding how this support is provided are important. Programs, in partnership with their Sponsoring Institutions, may provide support for this time in a variety of ways. Examples of support may include, but are not limited to, salary support, supplemental compensation, educational value units, or relief of time from other professional duties.

Program directors and, as applicable, members of the program leadership team, who are new to the role may need to devote additional time to program oversight and management initially as they learn and become proficient in administering the program. It is suggested that during this initial period the support described above be increased as needed.

In addition, it is important to remember that the dedicated time and support requirement for ACGME activities is a *minimum*, recognizing that, depending on the unique needs of the program, additional support may be warranted.

II.A.3. Qualifications of the program director:

II.A.3.a) must include subspecialty expertise and qualifications acceptable to the Review Committee; ^(Core)

II.A.3.b) must include current certification in the subspecialty for which they are the program director by the American Board of Obstetrics and Gynecology, or by the American Osteopathic Board of Obstetrics and Gynecology, or subspecialty

qualifications that are acceptable to the Review Committee;
(Core)

- II.A.3.c) must include five years of experience as a gynecologic oncologist following completion of a gynecologic oncology fellowship, or possess qualifications that are acceptable to the Review Committee; (Core)

Specialty-Specific Background and Intent: The Committee believes five years of experience as a gynecologic oncologist provides a new program director with the clinical, educational, research, and administrative background needed to effectively lead a program. The Committee will consider a candidate for program director who has fewer than five years of experience provided the faculty member demonstrates clinical and scholarly expertise in gynecologic oncology, is exceptionally well-prepared and positioned to take on this leadership position, and has mentorship and support by at least one faculty member that can be documented.

- II.A.3.d) must include active engagement in the care of patients in the subspecialty; and, (Core)
- II.A.3.e) must include demonstration of clinical and scholarly expertise in gynecologic oncology by publication of a minimum of one original research or review article in a peer-reviewed journal within the past three years and at least one of the following within the past three years: (Core)
- II.A.3.e).(1) peer-reviewed funding; (Core)
- II.A.3.e).(2) invited or research presentation at regional/national/international professional and scientific society meetings; or, (Core)
- II.A.3.e).(3) participation on committees of national or international professional, scientific, or educational organizations. (Core)

II.A.4. Program Director Responsibilities

The program director must have responsibility, authority, and accountability for: administration and operations; teaching and scholarly activity; fellow recruitment and selection, evaluation, and promotion of fellows, and disciplinary action; supervision of fellows; and fellow education in the context of patient care. (Core)

II.A.4.a) The program director must:

- II.A.4.a).(1) be a role model of professionalism; (Core)

Background and Intent: The program director, as the leader of the program, must serve as a role model to fellows in addition to fulfilling the technical aspects of the role. As fellows are expected to demonstrate compassion, integrity, and respect for others, they must be able to look to the program director as an exemplar. It is of utmost importance, therefore, that the program director model outstanding professionalism, high quality