



HEALTH AFFAIRS

THE ASSISTANT SECRETARY OF DEFENSE

WASHINGTON, D. C. 20301-1200

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MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (M&RA)  
ASSISTANT SECRETARY OF THE NAVY (M&RA)  
ASSISTANT SECRETARY OF THE AIR FORCE (MRAI&E)  
PRESIDENT OF THE UNIFORMED SERVICES  
UNIVERSITY OF THE HEALTH SCIENCES



SUBJECT: Selection Criteria for GME Program Directors

Reference: Report of the Uniformed Services University of the Health Sciences Working Group on Revising Graduate Medical Education within the Department of Defense, 14 April 1993

The referenced report on Graduate Medical Education (GME) included selection criteria for directors of combined (multi-Service) GME programs and the specific procedure to be followed in selecting directors of combined GME programs. The report was reviewed and a recommendation for approval was submitted by the Surgeons General and the Flag Officer Executive Committee on GME.

After review of the report and the recommendations of the Surgeons General, I approve the report.

I hereby establish as DoD Policy that the selection criteria for directors of combined GME programs shall be those specified in attachment 1 to this policy memorandum.

I further establish as DoD Policy that the procedure to select directors of combined GME programs shall be those specified in attachment 2 to this policy memorandum.

The Services shall implement this DoD Policy on 1 December 1993.

*Edward D. Martin*

Edward D. Martin, M.D.  
Acting Assistant Secretary of Defense

Attachments:  
As Stated

DoD POLICY  
SELECTION CRITERIA FOR DIRECTORS OF  
COMBINED GRADUATE MEDICAL EDUCATION PROGRAMS

Candidates shall meet all current criteria for GME Program Directors specified by the ACGME and the Residency Review Committee (RRC). Candidates shall possess the appropriate primary specialty board certification, possess other certifications when indicated, and if selected, shall commit to remain as GME Program Director for 5 years or the length of the training program plus 1 year.

The candidates shall be reviewed with regard to the following criteria:

- 1) Appropriate clinical training.
- 2) Appropriate discipline-specific training, i.e., residency or fellowship.
- 3) Extensive, relevant clinical experience in the requisite specialty.
- 4) Demonstrated experience and excellence as a teacher and mentor in GME programs.
- 5) Scholarly accomplishments, to include the following:
  - a) Demonstrated ability in writing protocols and in developing and directing research programs.
  - b) Contributions to the scientific literature by publications in the peer-reviewed literature.
  - c) Contributions in hospital administration, health policy development, quality assurance and program administration.
  - d) Other scientific publications and presentations.
  - e) Contributions to military medicine.
- 6) Professional accomplishment, to include:
  - a) Local, regional or national recognition in their specialty, e.g., elected or appointed office or active committee participation in professional and scholarly organizations.
  - b) Selection to fellowship in professional and scholarly organizations and other professional honors.
- 7) Achievement of or qualification for the academic rank of Assistant Professor and preferably Associate Professor or Professor.
- 8) Demonstrated leadership and administrative skills.
- 9) Demonstrated knowledge about, and preferably, demonstrated ability to perform effectively in, the practice of the requisite specialty in military operations.

*Attachment 1*

**DoD POLICY  
PROCEDURE FOR THE SELECTION OF THE DIRECTOR  
OF A COMBINED GRADUATE MEDICAL EDUCATION PROGRAM**

A worldwide search, covering all the Uniformed Services, shall be used to provide the MTF Commander with the largest applicant pool for the selection of a Director of a combined GME program. The procedure, for both military and civilian GME program director candidates, follows:

- 1) To fill director positions in combined GME programs, the Commander of the Lead Agent facility in the Health Service Region (HSR) shall establish a GME Program Director Search Committee and notify each Surgeon General that a GME Program Director search procedure has been initiated.
- 2) Each Surgeon General shall request all physicians, desiring assignment as a combined GME Program Director in the identified specialty, to submit to their designated representative documentation of their qualifications and a statement of their desire and commitment.
- 3) The representatives of the Surgeons General shall review all applications and related information. Applicants who meet the criteria, and whose applications are endorsed by their Surgeon General, shall have their application forwarded to the GME Program Director Search Committee. MTF commanders who nominate civilian candidates shall ensure that their applications are forwarded to the Surgeon General's representative for consideration.
- 4) GME Program Director Search Committees shall consist of physician members who:
  - a) Represent all 3 Services.
  - b) Have served as GME program directors of fully accredited programs.
  - c) Have served as Heads/Chiefs of Departments/Services with fully accredited GME programs.
  - d) Are board certified.
  - e) Are recognized in the specialty being considered.
- 5) The GME Program Director Search Committee shall assess each applicant and develop an order of merit list.
- 6) The MTF Commander, in consultation with the Director of Medical Education, the Department Head, and/or the Service Chief, shall make the final selection.

*Attachment 2*