

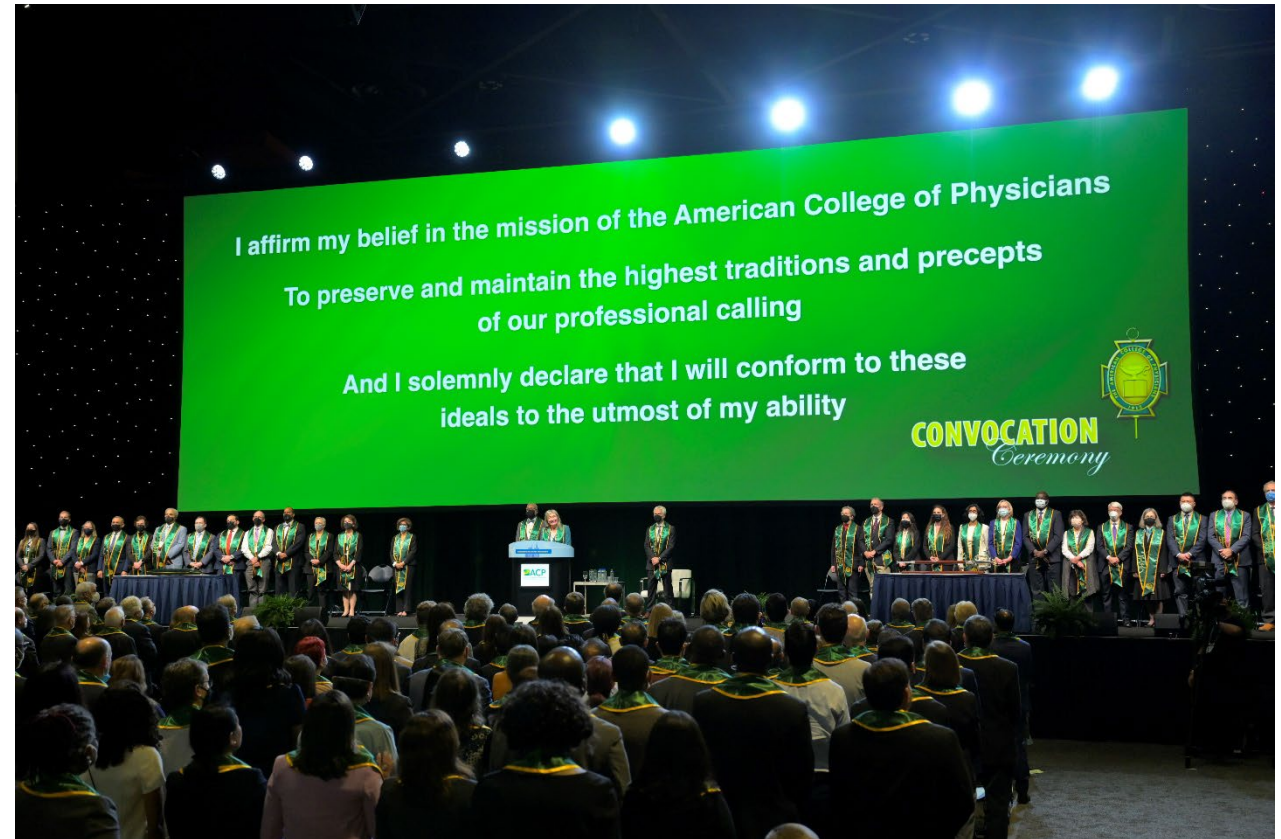
Advancement to ACP Fellowship NYACP Webinar September 2022

John D Hall MD FACP
Associate Professor of Medicine
Clinical Associate Professor of Obstetrics and
Gynecology
Clinical Associate Professor of Epidemiology
and Environmental Health



Outline of Presentation

- Why apply for ACP Fellowship?
- What are the requirements?
- What is the application process?
- What are common obstacles?
- What is the timeline?
- Questions?



What is ACP Fellowship?

- **Fellowship in ACP is an honor** and a distinction that is bestowed upon deserving individuals with careers in Internal Medicine or Neurology. This honor signifies that an individual has demonstrated that they have reached the **epitome of integrity, professionalism, and scholarship**. Fellowship also comes with the **responsibility** to continue to uphold these ideals.
- It is a distinction that is earned. Fellowship designation is awarded from our peers and colleagues to recognize professional accomplishments and achievements **over and above the usual practice of medicine**.
- The application process is **peer-supported and peer-reviewed**.



Who are ACP Fellows?



- There are over **160,000 members** of ACP in Chapters around the world
- There are **31,000 Fellows in 104 countries** exemplifying ACP's mission and goals in their professional lives.
 - Upholding and practicing the **highest clinical standards and ethical ideals**
 - Serving as **leaders** in matters related to public health, citizenship, and social improvement
 - **Advocating** responsible positions in health and public policy
 - **Providing education and information** to other physicians and trainees, including students, residents, and fellows-in-training



Why Become an FACP?

- The **FACP** credential is a mark of distinction that signifies a high level of professional achievement that is widely recognized by colleagues and patients
- **FACP** demonstrates a commitment to the mission of the College
- Fellows may hold office in the College on the Chapter and National level
- Fellows may serve as judges for ACP poster competitions and the Doctor's Dilemma competition
- Fellows may serve as members of the Certificate in Physician Leadership Program Capstone Review Board
- Fellows may serve as a Sponsor for other candidates for Fellowship
- New Fellows may participate in the annual Convocation Ceremony



Basic Requirements for ACP Fellowship

- Board certification in Internal Medicine or Neurology
 - ABIM or equivalent
 - Recertification / MOC is strongly encouraged



- ACP active member in practice or in a post Residency Fellowship training program
 - At least **3 years since** the completion of **Residency**
 - **Membership** should be **active** and current
 - **Dues** must be paid for at least **3 consecutive years**
- Active medical **license** in good standing – if not retired



Basic Requirements for ACP Fellowship

- Documentation of continuing scholarship and professional accomplishments
- Teaching -- institutional and / or community-based
- Committee work – hospital, institution, society
- Volunteerism and Community Service -- especially in the voluntary provision of medical care
- **Updated curriculum vitae (CV)**



Basic Requirements for ACP Fellowship

- Demonstration of professional activity in at least one of the following areas:
 - Scholarship
 - Leadership
 - Continuing Education
 - ACP Participation
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- Multiple areas of accomplishment will increase the likelihood of successful advancement to Fellowship



Demonstration of Professional Accomplishments

- Publications
 - Articles / Abstracts / Book Chapters / Books / Online Media
- Education / Teaching
 - Teaching Physicians, Residents, Fellows, Students, Other Health Professionals
- Continuing Professional Education
 - Board Recertification, Subspecialty Certification, Advanced Professional Degrees or Designations



Demonstration of Professional Accomplishments

- ACP Active Involvement / Participation
 - Attend Meetings – District, Region, Chapter, National
 - Meeting Faculty Member
 - Abstract Competition Judging
 - MKSAP or Exam Question Review
 - ACP Committee or Council
- Leadership or Community Service
 - Medical Director / Administration
 - Committee Chair / Working Group or Task Force Leader
 - Volunteerism -- e.g. provision of medical care to underserved populations



ACP Fellowship Application Process

Applications **must be complete** in order to be accepted by ACP Staff and the ACP Credentials Committee

- Completed application form -- signed by the candidate
- Sponsor letters / forms from two sponsoring members of ACP
 - Sponsors must be a current FACP or MACP
- Updated CV
 - Example of appropriate CV content and format available on the ACP website
- \$175 Fellowship initiation fee



Sponsorship Letters

- Each application requires two sponsorship letters or forms
- Sponsors must be current FACP or MACPs
 - The candidate's current ACP Governor cannot provide a sponsor letter – the Governor plays a role in the application review process
 - A family member cannot act as a sponsor



Sponsorship Letters

- If you are in need of a list of individuals who are eligible to act as sponsors, the information may be obtained at www.acponline.org/membership or by contacting NYACP Staff
- Sponsorship letters / forms must be unique and specific to the candidate
 - Sponsor letters should highlight special accomplishments, leadership qualities, and professional values of the candidate



Sponsor Letter Options Available for Sponsors

- Download a sponsorship form PDF and then submit the written form to enclose with the candidate's application or upload to facp@acponline.org
- Mail a letter directly to ACP or email directly to facp@acponline.org
- Complete the sponsorship form electronically on acponline.org
 - Sponsor will need to login
 - Sponsor will need to supply the name, city, and state of the candidate



Candidate Information:Name:

For current ACP members applying for Fellowship

City, State/Province, and Country: ACP ID: **Sponsor Information:**

(Please note: To sponsor a candidate for Fellowship, you must be a current Fellow or Master.)

Name: ☐ Master (MACP) ☐ Fellow (FACP)ACP ID:

☐ I understand that I must complete either A or B below for this form to be used in evaluating the candidate listed above. I am familiar with the criteria for ACP Fellowship as noted on the back of this form, and I endorse the candidate without reservation.

A. Candidate is known to you in a professional capacity. Please provide at least two examples of special accomplishments (e.g., exhibited leadership skills, recognized high levels of patient care) that you have witnessed and that are supplements to the candidate's curriculum vitae:

B. Candidate is not known to you professionally. Please provide at least two examples from the candidate's curriculum vitae of special accomplishments/contributions to medicine or the community that relate to the professional accomplishments as listed on the following page:

(Please note: You may send additional comments to ACP via e-mail at FACP@acponline.org or attach additional comments to this page.)Signature: Date:

Please submit this form via e-mail to FACP@acponline.org or via fax at 215-351-2799.



Updating Candidate's CV

- Document the following activities:
 - Teaching, either institutional or office-based
 - Committee participation
 - Community service, especially the voluntary provision of medical care
 - ACP activities
 - ACP meetings, chapter activities, MKSAP for CME, etc.
- Sample CV and webinar recording on *Writing a Professional CV* are available on ACP Online



SAMPLE CURRICULUM VITAE

All candidates for Fellowship must submit detailed, updated curriculum vitae.

If your curriculum vitae is in a different format but still provides all of the information shown on the model curriculum vitae below, you may submit it with your application. If it does not, please add the necessary information.

This sample was developed to incorporate a full range of professional activities. You can modify it to reflect your individual circumstances, eliminating sections that do not pertain to your activities. Your curriculum vitae should be comprehensive and chronologically complete. **There should be no gaps since medical school graduation, domestic or international, as this may cause a delay in processing your application.**

Please contact us at 800-523-1546 or 215-351-2400, ext. 2709, or via e-mail at FACP@acponline.org if you have any questions.

CURRICULUM VITAE

Name and medical degree

***I. PERSONAL INFORMATION**

Date of Birth:
Place of Birth:
Citizenship (Do not include if you are a naturalized U.S. citizen):
Home address and telephone:
Professional address and telephone:
E-mail address:

II. EDUCATION/POST GRADUATE TRAINING (Degrees, dates, and locations must be included)

College/University:
Medical School:
Residency:
Fellowship:
Other:

III. MEDICAL LICENSURE (Indicate state and license number only; date is not necessary)

IV. BOARD CERTIFICATION (List month, year, and board certificate number, if known)

V. PRESENT POSITION OR ACADEMIC RANK

Examples:
Professor of Medicine
Anytown Medical School

Consultant, Department of Internal Medicine
Division of Gastroenterology
Anytown Medical School

VI. PREVIOUS PROFESSIONAL POSITIONS AND APPOINTMENTS

(Academic research, clinical: list chronologically, beginning with earliest appointment)

*Numbered for this outline only; do not use numbers in CV

DATE OF CV (this corner, e.g., 01/10; use only on first page)



Options for Submitting Candidate's ACP Fellowship Application

1. Apply **electronically** at www.acponline.org/facp
 - Application auto-populates with your contact information, training information, and ACP CME activities
 - Upload your CV
 - Upload two sponsor letters
2. Apply by **postal mail** to ACP national office
 - Complete paper application form
 - Include a copy of your updated CV
 - Include two sponsor letters



ACP Fellowship Application Timeline

- Elections to Fellowship are held 5 times each year on a continuing basis
 - **July, September, November, January, and March**
- The peer review process of Fellowship applications takes approximately 8-10 weeks to complete
- Some applications may require review by the ACP Credentials Committee
 - Meetings are held twice each year
 - May and November

Challenges in Advancing to ACP Fellowship

- Lack of board qualifying board certification
- Less than 3 years of ACP membership following Residency
- Lack of record of 3 consecutive years of ACP membership
- Lack of teaching activities, professional committee work, or community service activities
 - Candidates who practice in rural or remote settings may have difficulty accessing these types of professional opportunities



Challenges in Advancing to ACP Fellowship

- Difficulty finding FACPs or MACPs to act as Sponsors
 - ACP Governors or Chapter Staff can help provide resources
 - International members without Chapters can contact ACP assistance
- Candidates with non-clinical or non-traditional career paths may not easily meet requirements
 - May be helpful to discuss special circumstances with ACP Governors



Overcoming the Challenges of Advancing to Fellowship

- Reapply for ACP Fellowship after completion of at least 3 consecutive years of ACP membership following Residency
- Take advantage of opportunities to teach, serve on hospital or university committees, participate in community service projects and initiatives, assume leadership responsibilities
- Participate in ACP activities, such as local chapter meetings, annual ACP Internal Medicine Meetings, and MKSAP
- ACP can help you find sponsors in your Chapter / Region



Overcoming the Challenges of Advancing to Fellowship

Unsuccessful candidates are notified in writing and given specific instructions on steps to qualify in the future.



Guided Fellowship Program

- The Guided Fellowship Program (GFP) provides Early Career Physicians (ECP) with a structured framework over a 3 year period
- Professional development activities
- Professional support
- Works to meet all the requirements for advancement to Fellowship over the 3 years
- On completion of the program the ECP will automatically advance to FACP



Guided Fellowship Program

- The requirements for completion of a Fellowship application and Sponsor letters are waived
- The program begins a new cycle every January
- The program normally takes 3 years – a 1 time, 1 year extension can be requested if necessary
- Demonstration of professional development through teaching, leadership, community service, scholarly activity
- Fosters involvement in ACP on the Chapter and National levels



Guided Fellowship Program

- ECPs have a GFP Dashboard through the program to track progress
- Professional development activities earn an assigned amount of points
- Must complete a minimum of 100 points over the 3 years
- You will have a program supervisor / mentor – you may choose your mentor or ACP can provide one
- The mentor will receive yearly update letters on your progress in the program



Guided Fellowship Program

- Advanced degrees outside of medicine (MBA, JD, MS, MPH) are considered a one time activity to claim GFP points
- Advanced degrees count for GFP points even if conferred prior to completion of Residency
- Start tracking GFP activities once Residency is completed, even though the program starts the following January – those GFP points can be claimed



Advantages of Guided Fellowship Program

- Helps Early Career Physicians (ECP) show their commitment to leadership and service in the practice of Medicine and in their workplace
- FACP credential distinguishes ECPs from their peers, demonstrating achievement over and above the general practice of Medicine
- Have the right to hold office in ACP
- Have the right to sponsor applicants for FACP and MACP



Eligibility for the Guided Fellowship Program

- ECPs can enroll following completion of Residency
- Must have been a paid ACP member during the previous year
- Membership must remain current in their enrollment year and during the time in the GFP
- Eligible to enroll if you are working as a 4th year Chief Resident
- Eligible to enroll if you are working as a fellow in a subspecialty training program
- Application to the GFP does not require a Sponsor



Eligibility for the Guided Fellowship Program

- Board certification is not required to enroll in the GFP, but is required to complete the GFP
- One time enrollment fee of \$175
- For information on the program or to enroll
- Email guidedfacp@acponline.org
- Call ACP 1-800-227-1915



Congratulations – You Are a Fellow -- FACP

New Fellows are invited to participate in the **Convocation Ceremony** at the annual ACP Internal Medicine Meeting

April 27, 2023:
San Diego, CA

April 18, 2024: Boston, MA

April 3, 2025:
New Orleans, LA



FACP

- ACP Fellows may use the credential **FACP** as a professional designation
- Membership must remain current to retain the **FACP** designation
- The privilege of using the **FACP** designation comes with the pledge to uphold the responsibilities of an ACP Fellow



What do the letters FACP® after your doctor's name mean?

When you see the letters FACP® after your physician's name, it means that he or she is a Fellow of the American College of Physicians (ACP).

ACP Fellows are distinguished doctors dedicated to internal medicine. They are recognized by their peers for their excellence in medical practice, teaching, or research.

Fellowship is an honorary designation that acknowledges ongoing individual service and contributions to the practice of medicine. It means your doctor has made special efforts to be a better doctor and cares about delivering high-quality health care.

Did you know?

- Internists are unique in their focus on adult medicine.
- They often serve as medical consultants to physicians in other specialties.
- Some internists choose to focus their practice on one area of internal medicine and take additional training to "subspecialize" in such areas as cardiology or gastroenterology.
- ACP is the largest medical internal medicine-focused society in the world, with more than 163,000 member physicians, trainees, and other health professionals.

Frequently Asked Questions

- Who reviews my application?
 - ACP staff, your ACP Governor, and the ACP Credentials Committee
- How can I identify sponsors for my application?
 - ACP members may locate potential sponsors in the Membership Directory on ACP Online or by asking your local Chapter Staff
- What if I need more help?
 - www.acponline.org/facp
 - facp@acponline.org
 - Contact your ACP Governor



Additional Questions?

