**TO PDs and PCs regarding the APE committee use of ACGME Correspondence and APEs in general:**

**As you know, in 2023, we are conducting the Annual Program Evaluation reviews a bit differently.  Here is our timeline for this year:**

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2023 TIMELINE:

January – December MUSC APE Committee reviews ACGME correspondence as it

comes in.  Note: any program with AFIs and/or citations will be required to address those on the action items form and in WEBADS.

February – April ACGME Surveys sent out

March MUSC APE Committee releases Program Review PowerPoint

template, abbreviated APE form, SWOT form and Action Items form

March – April Programs should send out Internal Surveys

May Program should host their Annual Program Review with their

PEC.  Please follow the [Common Program Requirements](https://www.acgme.org/what-we-do/accreditation/common-program-requirements/)

(section V.C.)  for the PEC. Prepare the Program Review

PowerPoint prior to the meeting. Develop SWOT and Action

Items during the meeting.

May MUSC APE Committee reviews ACGME survey results. (Those

programs with concerning survey results may be contacted at

this time.)

June 15 Residencies submit the APE Packet: PowerPoint, abbreviated

APE Form, SWOT and Action Items to MUSC APE Committee (via Med Hub)

August – November MUSC APE Committee reviews materials submitted

Middle of August GME Deadline for WEBADS entry (non case-log programs)

End of August ACGME WEBADS deadline for non-case log programs

Middle of September GME Deadline for WEBADS entry (case-log programs)

End of September WEBADS deadline for case-log programs

September 15 Fellowships submit the APE Packet: PowerPoint, abbreviated

APE Form, SWOT and Action Items to MUSC APE Committee (via Med Hub)

December Feedback/Additional support given to programs