



Application for Establishing an ACVS Fellowship Program

The application for establishing an ACVS Fellowship Program should include the following:

- I. Justification for development of the Fellowship Program:**
 - A. Evidence that there is a critical mass of ACVS Diplomates within the field who wish to establish the program.
 - B. A list of at least five ACVS Diplomates who are committed to the program.
 - C. Description of the specific knowledge base or practice area that exists to merit an ACVS Fellowship Program.

- II. A description of the proposed training program for the Fellowship:**
 - A. Case type and numbers expected.
 - B. Activities/rotations to be undertaken.
 - C. Seminars, rounds, lectures, conferences to be attended/presented.
 - D. Scholarly activities.
 - E. Training timelines.

- III. List and description of any facility or instructional requirements for institutions providing training within the Fellowship.**

- IV. Proposed procedures for recognition of Fellows successfully completing the program:**
 - A. Competency assessment methods including evaluations, module completion and/or examination.
 - B. Documentation of required clinical/non-clinical experience.
 1. Case logs.
 2. Activity logs.

- V. Plan for organization and administration of the Fellowship:**
 - A. Selection of officers/board members/committee members.
 - B. Duties of officers/board members/committee members.

- VI. Mechanisms for continual updating of the Fellowship such as inclusion of:**
 - A. Advancements of knowledge in the area of the Fellowship.
 - B. Incorporation of new procedures, techniques, etc.

- VII. Mechanisms for ACVS Diplomates to qualify as Founding Fellows:**
 - A. "Open Call" period for ACVS Diplomates to apply.
 - B. Minimum requirements needed to be considered a Founding Fellow.
 - C. Mechanism for evaluation of ACVS Diplomates as Founding Fellows.
 - D. Recognition of acceptance as a Founding Fellow.
 - E. Fees associated with becoming a Founding Fellow