ACGME-I Faculty Survey – Program FAQs

Each academic year, ACGME-I requires faculty members complete an online survey about their experience working within the program and their interactions with its residents/fellows. This survey is only to be completed by a program's faculty members. Program administrators do not have access to the survey, its questions, or any individual responses provided by faculty members. The following are answers to frequently asked questions regarding the survey. Send other questions to ACGME-I staff members; send technical questions to facsurvey@acgme.org.

- **When is the survey conducted?**
  The survey is conducted each academic year in the fall or spring depending on localized academic year timeframes. Programs are scheduled for a five-week administration period during which their faculty members must complete the survey.

- **Which programs are scheduled to participate in the survey?**
  All ACGME-I-accredited programs with active residents/fellows, regardless of program size, will be surveyed.

- **How will programs know it's time to participate?**
  ACGME-I will notify programs and their Sponsoring Institutions when this administration period will take place. More information about when an individual program is scheduled to participate can be found by logging into the Accreditation Data System (ADS). Click the "Surveys" tab to see review scheduling dates, if available.

- **How will faculty members know when they need to participate in this survey?**
  Programs are responsible for notifying their faculty members of the survey and its deadlines. ACGME-I **DOES NOT** contact faculty members directly about the survey. Log into ADS, and click the "View/Reminder Takers" button on the "Surveys" tab. On the next page, click "Send Emails" to notify survey takers.

- **How do faculty members access the survey?**
  Faculty members can access the survey through a secure link contained in the notification email sent by their program within ADS.

- **Who is scheduled to complete the survey?**
  Core physician faculty members will be surveyed. The program director and non-physician faculty members (as indicated by the program) will not be surveyed. Confirm that faculty members' information is up to date for the program on the "Faculty" tab in ADS.

- **Is there a required response rate for this survey?**
  Yes. A 70 percent response rate is required for all programs with four or more scheduled faculty members. Programs with fewer than four scheduled faculty members should strive to reach a 100 percent response rate. The Review Committees-International will closely monitor the response rates of programs and review those that fail to meet this requirement.

- **Is there a way to remind faculty members they need to complete the survey?**
  Survey reminders can be sent by logging into ADS. Click the "View/Reminder Takers" button on the "Surveys" tab =. On the next page, click "Send Emails" to send reminders to survey takers.

- **Can faculty members edit their responses after a survey has been submitted?**

Changes can be made to survey responses during the administration period using the same unique access link, but once the deadline has passed changes cannot be made. A survey is only considered complete when all the questions have been answered and the "Submit" button at the end of the survey has been clicked. Incomplete surveys will not be considered complete and will NOT count toward a program's overall compliance rate.

- **Is this survey directly linked to a program accreditation site visit?**
  No, this survey is not directly linked to an accreditation site visit. Faculty members are required to complete the survey on an annual basis, regardless of whether the program is scheduled for a site visit.

- **What if a program fails to meet the required compliance rate for the survey?**
  The Review Committees-International will closely monitor response rates and review programs that fail to meet the compliance requirements. A 70 percent compliance rate is required for all programs with four or more scheduled faculty members. Programs with fewer than four faculty members scheduled should reach a 100 percent response rate.

- **Where can programs review their survey results?**
  If at least 70 percent of a program's survey takers completed the survey and the program had at least four faculty members scheduled to participate, summary reports for the program will be available annually within ADS.

  To access reports, log into ADS and navigate to the "Surveys" tab. Scroll down to the "Reports" section and select an academic year to review a grid of available survey reports. Click the "View" button next to a report to access it.

- **Who else will see the data from an individual program?**
  All data gathered in this survey is anonymous and aggregated at a program, Sponsoring Institution, specialty, and national level. No individual responses are identifiable or available. Summarized data from this survey will be a part of the information considered by the Review Committees-International for accreditation of Sponsoring Institutions and programs. Aggregate data about Sponsoring Institutions, programs, resident/fellow physicians, faculty members, or resident/fellow physician education that is not identifiable by person or organization may be published in a manner appropriate to further the quality of graduate medical education and consistent with organizational policies.

- **Do programs have access to the survey questions?**
  No. Questions asked on the Faculty Survey are only available to faculty members participating in the survey during the administration period.