



**Graduate Medical Education Committee  
New Program/ New Track Request Form**

<b>I. General Information</b>			
<b>Request Type</b>	<input type="checkbox"/> Request for a new ACGME program* <input type="checkbox"/> Request for a new Non-ACGME program* <input type="checkbox"/> Request for a new track in existing program structure		
<b>Department</b>			
<b>Program</b>			
<b>Program Director</b>			
<b>Anticipated Effective Date</b>			
<b>Number of Position(s) Requested</b>			
<b>Funding source for the new program/track</b>	<input type="checkbox"/> Departmental <input type="checkbox"/> Divisional Please provide PTAO or Department's Finance Contact person: -----		
<b>Signature of the Program Director</b>		<b>Date</b>	
<b>Signature of the Core Residency Director (if change request is for a subspecialty)</b>		<b>Date</b>	

\*For a new program request, please attach 1) a letter of support from the core program director and 2) an outline of the curriculum with goals and objectives in core competency areas and evaluation plan not exceeding 3 pages.

<b>II. Educational Elements</b>
<b>1. Please provide rationale for and the educational benefit of this new program/track.</b>
<b>2. Please describe the overall goals and objectives of the new program/track.</b>

<b>3. How will this new program/track impact the training experience of the current trainees in your department/program?</b>
<b>4. How will this new program/new track impact the overall education of the graduate medical education trainees within and beyond the University of Virginia Medical Center?</b>

<b>III. Review by the GME Education Subcommittee and GME Committee</b>		
<b>Review Result</b>	<input type="checkbox"/> Recommends approval to GMEC <input type="checkbox"/> Recommends approval to GMEC, pending _____ <input type="checkbox"/> Do not recommend approval to GMEC	
<b>Signature of the Committee Chair</b>		<b>Date</b>
This request of complement change was reviewed by the GMEC Education Subcommittee on _____ and subsequently approved by the GMEC on _____.		
		<b>Date</b>
<b>Susan E. Kirk, M.D., DIO, Associate Dean for GME</b>		