

## 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 common questions regarding the Faculty Survey. Send technical questions about the survey to [FacSurvey@acgme.org](mailto:FacSurvey@acgme.org); send other questions to ACGME-I staff members.

- **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?**

Faculty members from all ACGME-I-accredited programs with active residents/fellows, regardless of program size, will be surveyed.

- **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" page in [ADS](#).

- **How will programs know it's time to participate?**

ACGME-I will notify programs and their Sponsoring Institutions when survey dates are scheduled. 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" page to 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 this survey. Log into [ADS](#), and click the "View/Reminder Takers" button on the "Surveys" page. 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 provided in the notification email sent by their program through [ADS](#).

- **Is there a required response rate for this survey?**

A 60 percent response rate is required for all programs with four or more faculty members scheduled to participate. 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?**

Log into [ADS](#), click the "View/Reminder Takers" button on the "Surveys" page, and 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 originally provided, 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.

- **Where can programs review their survey results?**

If at least 60 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" page. 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.