

Fellowship Program Director Time Assessment Needs Survey

Association Of Pediatric Program Directors
Fellowship Program Director Executive Committee
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Executive Summary:

Currently the ACGME Program Requirements for GME in the Subspecialties of Pediatrics does not delineate any specific required time allotment to meet the requirements (Section I.A) *“The sponsoring institution and the program must ensure that the program director has sufficient protected time and financial support for his or her education and administrative responsibilities to the program”*. The duties and expectations of a fellowship program director (FPD) require a significant amount of effort to ensure all the elements of program administration are met satisfactorily as outlined in Section II.A.4. This executive committee sought to gather data from existing FPDs to help inform a solution to this problem.

We designed and implemented a survey of FPD to gather time expended and time needed or required to adequately administer the program. We received 535 completed responses, representing 75% of the registered FPD in APPD. Responses were analyzed for median time reported both Expended and Required as indicated by anonymous reporting from the FPD cohort. The data are best represented by Table 1 which shows Median % FTE Expended and Required by program size. Data reported as Median (IQR).

Program Size	N	% FTE Expended	% FTE Required
All	535	17 (10,25)	25 (20,30)
0-3 Fellows	219	10 (10,20)	20 (15,25)
4-6 Fellows	172	15 (10,20)	25 (20,30)
7-9 Fellows	90	20 (15,30)	30 (20,40)
≥ 10 Fellows	54	25 (20,34)	34 (25,50)

Recommendations:

1. These data suggest a stepwise increase in program administration time allocation necessary to meet the requirements of section I.A. of the Program Requirements for GME in the Subspecialties of Pediatrics (ACGME).
2. **The specific recommendations would be 20% FTE for 0-3 Fellows, 25% FTE for 4-6 Fellows, 30% FTE for 7-9 Fellows and 35% FTE for ≥ 10 fellows.**
3. This time reflects that which is necessary to administrate the program (Section II.A.4) and would not include the time necessary to meet the requirements for scholarly activity of the Program Director (Section II.A.3.d) as these activities have insufficient overlap.