



Annual Accreditation Calendar

July	August*	September	October	November	December*
Major					
ACGME Faculty and Resident survey results posted	ABFM Boards Registration - 1st deadline for November exam	GMETrack - Program & Resident surveys for October FREIDA upload	Interviews begin	ABFM boards offered	Update ABFM RTMS so third year residents can complete ABFM board certification application
ABD Certifying Exam	AAD Summer Academy	ERAS opens	ABFM In-Training Exam - Last week of October	ABD deadline for ITE registration -Nov. 15	CCC meeting and Milestone Assessment
ABFM RTMS update - https://rtm.theabfm.org	AAD Annual Meeting abstracts due	ACGME WebADS window usually closes	Review AFMA Membership	ACGME Annual Educational Conference Abstracts due	ERAS registration for next year
AAFP's National Conference booth information due	ACGME WebADS - window usually opens now			IRIS report to hospital	ABFM In-training exam results available
GMETrack resident survey opens	ERAS setup - NRMP Registration by DIO			June graduates register for ABRM Boards	Final GME Track Deadline
New resident orientation	Match Quota to NRMP			PEC Meets	Final FREIDA deadline
AAFP National Conference	FREIDA Upload			CCC meets	
Routine					
Update graduate personnel files	Establish agenda for interview	Review Applications	Application Review	Interviews continue	Bi-Annual Resident/RD Meetings
website review/update	Recruiting committee meetings	Invite applicants	Interview invitations	Applicant evaluations continue	Interviews continue
advance first year residents -	Check on the new "Children"	Set interviews dates/times	Interview Scheduling	Semi-annual meetings with PD	Application deadline?
		Step 3/Complex 3?	Interviews		
Osteopathic Stuff					
TIVRA update for Osteopathic programs	August 1: ACOFP Resident Roster due	Osteopathic Residents register for ABOFP	AOBFP In-Training Exam - Second week of October	November 1: 2nd postmark date for spring AOBFP board exam	December 1: final Deadline for Spring AOBFP board exam
Submit Final Resident Report for all Dos completing training (must submit within 30 days of completion)	August 1: Deadline to order osteopathic in-training exam		October 1 - First deadline for AOBFP certifying exam registration and fee		
Order osteopathic In-service	August 15: TIVRA opens - due October 15				
Osteopathic ERAS opens	Applications for AOBFP exam				
Complete ACOFP Residency Program Directory updates online -					

* Quarterly: Conduct GMEC Meeting, Evaluations, Advisor Meetings & Check All Residents (Duty Hours/Procedures/Encounters)

January	February	March*	April	May	June*
Major					
ACGME Chief Residents Conference - Registration opens	Prepare & submit NRMP Rank Order List (ROL)	AAFP's PDW and RPS conference in Kansas City (AFMA's RAD Workshop)	ACGME Resident/Faculty survey (remember that deadlines vary by program)	AAFP census opens	Welcome/Farewell activities for incoming residents and graduates
ACGME milestones Entry deadline	ABD In-Training Exam	MATCH day/week	ABFM Board exam for June graduates	AAFP Chief Resident Conference	Bi-annual evaluation with PD
ABFM Boards 1st deadline for April exam	ACGME Faculty & Resident Surveys	SOAP	AAFP National Conference Payment	CCC meets	Graduation
AAFP National Conference registration opens	ACGME Annual Educational Conference	App. Deadline for ABD Certifying Exam March 1	NRMP invoice arrives	GMETrack Program survey opens	ACGME Milestones Entry deadline
NRMP quota change deadline 1/31		Register for allopathic ERAS for upcoming year		Milestones reporting window opens	AAFP National Conference mailing list and vouchers
FREIDA update		AAD Annual Meeting			Final Summative Evals
PEC Meeting		STFM Annual Meeting			Orientation may begin
Register for RAD/RPS conference					
Register for SOAP					
Residency Performance Index (RPI)					
Routine					
Interviews conclude	AAFP Teaching Certificates and Residency Completion Certificates	Next year's schedules, i.e., block, call, etc	Graduation planning (speaker, invitations)	Assign intern patient panels	AAFP memberships for new residents, MI Licensure, NPI/DEA numbers
2nd look visits and events	Ranking	Onboarding Checklist	New resident licensing	License incoming residents	AAFP census closes
Graduation Planning	ACGME invoice	Post-match survey	Review and update Letters of Agreement/Practice Site Agreements	New resident orientation planning	Finalize Graduation planning (diplomas, Attendance, Food, etc.)
Alumni Survey	Collect Faculty/Resident Scholarly Activities	Resident agreements/contracts	order materials/technology for incoming interns, i.e., textbooks, pagers, laptops, etc.	Graduation planning (awards, program, etc.)	Change of status to HR, etc. for graduating advancing and new residents
		New Intern Contracts & Welcome packets	New resident orientation planning/onboarding	schedule Final Summative Evaluation	Exit Interviews with HR
		National Conference payment	Policy/Resident Manual Updates		Certify graduate in ABFM RTMS
Osteopathic Stuff					
AOA annual program fee invoice received	AOA ERAS Registration	ACOFP Annual Conference	AOA fees due		Core Competency Annual Evaluation
AOA rank list opens AND closes	AOA Match & contract requirements				
Register for ACOFP PDW meeting in March					

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