



Report of the Council on Podiatric Medical Education – October 2023

The Council on Podiatric Medical Education held its fall meeting October 20, 2023. The recommendations emanating from council committees constitute the majority of each CPME agenda and include the review of annual reports and progress reports from the colleges of podiatric medicine. The Continuing Education Committee (CEC), Continuing Education Ad Hoc Advisory Committee, Specialty Board Recognition Committee (SBRC), Specialty Board Recognition Ad Hoc Advisory Committee, and the Residency Review Committee (RRC) all held meetings in September and the Accreditation Committee, Budget Planning and Executive Committees met in October.

CPME's next meeting will take place April 20, 2024, in Bethesda, MD.

Updates to CPME Complaint Procedures

CPME approved the separation of the CPME complaint procedures for colleges from that of the other activities of the council. The CPME adopted the *Complaint Procedures (925a)* for complaints concerning the colleges to include additional language that adheres to new guidelines published by the US Department of Education:

- Added a sentence to the complaint procedures that a complainant may contact CPME in advance of submission of a complaint to obtain additional guidance and feedback concerning the complaint process and relevance of the complaint to the CPME standards and procedures.

For complaints concerning any other aspect of CPME or its approval or recognition of residency and fellowship programs, providers of continuing education, or the specialty boards, the council created a separate document *Complaint Procedures (925b)* that includes the following statement, which is also included in the newly revised CPME 925a:

- Complaint outcomes cannot be appealed, and submission of identical complaints will not be accepted that force the CPME to review a complaint again.

The updated *CPME Complaint Procedures (925a and 925b)* will be posted on the council's website, www.cpme.org.

CPME FAQ Document Finalized

CPME finalized the Frequently Asked Questions documents to provide information about the CPME and its processes. These documents will be posted on www.cpme.org.

CPME Officers and Elections

At the October CPME meeting, John Marcoux, DPM, and Alyssa Stephenson, DPM were installed as chair and vice-chair, respectively, of the council.

Dr. Marcoux is a faculty member at Beth Israel Deaconess Medical Center in Boston and serves as a residency evaluator and most recently as RRC chair.

Dr. Stephenson is a podiatrist at the Carl T. Hayden Veterans Affairs Medical Center in Phoenix. She serves as a college site visit evaluator and as chair of the CEC and the SBRC.

Harry Schneider, DPM, was elected to serve on the Collaborative Residency Evaluation Committee (CREC) as a representative of the council. He is the residency program director at Cambridge Health Alliance Podiatric Medicine and Surgery in Cambridge, MA and serves as a CPME residency and college evaluator, a member of the RRC, the SBRC, and the Specialty Board Recognition Ad Hoc Advisory Committee.

Steven Vyce, DPM, was elected to serve as the chair of the RRC. He is the Chief of the department of Podiatric Surgery and Medicine, at Yale-New Haven Hospital in New Haven, CT, and serves as a CPME residency evaluator. He served previously as a member of CREC, the RRC, and the Residency Ad Hoc Advisory Committee.

Following his service as CPME chair, and during his last year on CPME, Keith Cook, DPM, was elected to serve on the RRC and to continue serving as an ex-officio member of the Specialty Board Recognition Ad Hoc Advisory Committee.

Accreditation Committee Actions October 2023

In April 2023, CPME finalized a new accreditation category titled “accreditation with monitoring”. For colleges seeking continued accreditation, CPME will grant accreditation with monitoring if a college is cited with one or more areas of noncompliance with the CPME standards and requirements. All areas of noncompliance must be corrected within the two-year timeframe unless an extension for good cause is requested and granted. Colleges with this designation are still accredited by the Council on Podiatric Medical Education.

CPME took the following accreditation actions at its October 2023 meeting:

- **Arizona College of Podiatric Medicine at Midwestern University** – At its October 2023 meeting, CPME voted to change the accreditation status of the Arizona College of Podiatric Medicine at Midwestern University to accreditation with monitoring and cite an area of noncompliance concerning Standard 6B, Maximum Enrollment.
- **Samuel Merritt University College of Podiatric Medicine** – At its October 2023 meeting, CPME voted to change the accreditation status of the Samuel Merritt University College of Podiatric Medicine to accreditation with monitoring as the college remains in noncompliance with Standard 1B, Strategic Planning; Standard 5B, Faculty Size; and Standard 5D, Faculty Policies.

- **Temple University School of Podiatric Medicine** – At its October 2023 meeting, CPME voted to change the accreditation status of the Temple University School of Podiatric Medicine to accreditation with monitoring and determined that the school remains in noncompliance with Standard 1D, Ongoing Evaluation Process and Standard 4E, Clinical Sciences; and Standard 6E Services.

See the “Accreditation Actions” [listed under each college](#) for greater detail.

- The **CPME Required Outcomes Table** was revised to remove the APMLE Part II Clinical Skills Patient Encounter (CSPE) line item. However, if the CSPE is reintroduced, it may be included in the next revision of the table. The revised outcomes table must be posted on each school’s website by **December 1** to include data reporting from the entire year.

- **Scheduled 2023 On-Site Visits**

The reaccreditation on-site visit to the Western University of Health Sciences College of Podiatric Medicine took place November 6-9, 2023.

The preaccreditation site visit to the University of Texas Rio Grande Valley School of Podiatric Medicine is scheduled for December 11-14, 2023.

- **Scheduled 2024 On-Site Visits**

The focused site visit to assess the substantive change in location of the Des Moines University College of Podiatric Medicine and Surgery in West Des Moines, IA is scheduled for April 29, 2024.

The scheduled reaccreditation on-site evaluation of the Barry University School of Podiatric Medicine in Miami Shores, FL is scheduled for June 3-6, 2024.

The scheduled reaccreditation on-site evaluation of the Kent State University College of Podiatric Medicine in Independence, OH is scheduled for September 23-26, 2024.

- **Public Notice: Call for Third-Party Comments**

In accordance with the Council on Podiatric Medical Education’s procedures, interested individuals or institutions are invited to submit third-party comments with respect to the compliance of the Des Moines University College of Podiatric Medicine and Surgery, the Barry University School of Podiatric Medicine, and the Kent State University College of Podiatric Medicine with the standards and requirements of the council.

Comments must relate specifically to the council’s requirements as published in CPME 120, *Standards and Requirements for Accrediting Colleges of Podiatric Medicine*, which may be obtained on CPME.org/cpme120.

The Des Moines University College of Podiatric Medicine and Surgery is scheduled for a focused site visit on April 29, 2024, to assess the substantive change of location. Third-party comments concerning the Des Moines University College of Podiatric Medicine and Surgery are due by April 1, 2024.

The Barry University School of Podiatric Medicine is scheduled for a reaccreditation on-site visit June

3-6, 2024. Third-party comments concerning the Barry University School of Podiatric Medicine are due by May 1, 2024.

The Kent State University College of Podiatric Medicine is scheduled for a reaccreditation on-site visit September 23-26, 2024. Third-party comments concerning the Kent State University College of Podiatric Medicine are due by August 15, 2024.

Signed comments received by the council will be shared with the institution and members of the evaluation team prior to the visit. The institution is notified of third-party comments so it may have the opportunity to respond. The council will exercise its best efforts to keep confidential the identity of an individual or entity who submits a comment, unless the person or entity has specified in writing that it is permissible to reveal their identity. If confidentiality is appropriate, all correspondence with the institution will maintain this confidentiality. During its review of the college, the evaluation team considers third-party comments, if any, that relate to the accreditation standards.

Please submit third-party comments to:
Heather Stagliano, Executive Director
Council on Podiatric Medical Education
hstagliano@cpme.org

The Accreditation Committee's next meeting will take place April 18-19, 2024, in Bethesda, MD

Residency and Fellowship Actions October 2023

The council took the following actions at its October 2023 meeting based on recommendations from the RRC:

(Please see pages 13-17 of the July 2023 version of CPME 330, *Procedures for Approval of Podiatric Medicine and Surgery Residencies*, at CPME.org/cpme330 for definitions of the following categories of approval.)

- Approval – 20
- Approval with report – 24
- Probationary Approval – 7
- Provisional Approval – 1
- Call for immediate on-site evaluation – 1
- Increase in positions approved – 1
- Increase in positions denied – 1
- Request for reclassification denied – 1
- Withdrawal of Approval – 0
- Voluntary Withdrawal – 0

Continuing Education Activities and Actions October 2023

The council took the following actions at its October 2023 meeting based on recommendations from the CEC:

- Approval with additional information requested – 4
- Approval with no additional information requested – 1
- Approval of New Provider – 1
- Probationary Approval – 0
- Voluntary Termination – 2

Collaborative Residency Evaluator Committee (CREC)

CREC hosted a Chair Best Practices Discussion in August 2023 and unveiled a new feedback practice for chairs to provide 1/1 feedback to evaluators on their performance. This new feedback practice will be implemented in Fall 2023 and future onsite cycles and closely monitored by CREC.

CREC also hosted four virtual training courses (via Zoom) on the revised 320 and 330 documents in September and October of 2023 for remaining untrained evaluators. CREC will convene in December 2023 for its annual winter meeting to conduct a comprehensive review of all evaluators and develop a plan for any remaining untrained evaluators on the revised documents. CREC is also revising its evaluator training modules ahead of its annual training workshop, which will take place in spring or early summer of 2024. Date and location are TBD.

Document Reviews in Progress

SBRC Ad Hoc Committee – Rewrite of CPME 220 and CPME 230

The Specialty Board Recognition Ad Hoc Advisory Committee held its first in person meeting on November 11, 2022, and has continued to meet throughout 2023 via videoconference and in-person meetings to revise CPME 220, *Criteria and Guidelines for Recognition of a Specialty Board for Podiatric Medical Practice*, and CPME 230, *Procedures for Recognition of a Specialty Board for Podiatric Medical Practice*. In addition, the SBRC Ad Hoc Advisory Committee held a listening session on August 30, 2023, to gather further insight on three main topics:

1. Requirements for initial or continued recognition of boards in podiatry.
2. Requirements for maintenance of certification/requirements for board certification of podiatrists.
3. Requirements for subspecialty/focused area of practice recognition.

The committee extends its thanks to those who participated in the listening session and those who submitted written comments concerning these topics.

The committee met via videoconference in November, will next meet virtually in December 2023 and in person in late January 2024 to continue the document revision process. Visit [CPME.org/sbrcrevisions](https://www.cpme.org/sbrcrevisions) for more information.

CE Ad Hoc Committee – Rewrite of CPME 720 and CPME 730

The CE Ad Hoc Advisory Committee met for the first time on September 17, 2022, to begin the process of revising CPME 720, *Standards and Requirements for Approval of Providers of Continuing Education in Podiatric Medicine*, and CPME 730, *Procedures for Approval of Providers of Continuing Education in Podiatric Medicine*. The committee also met virtually in January and February 2023; in person in March; virtually in May, July, and August; and in person in September.

The committee will meet again in December 2023, January 2024, and March 2024 to continue the document revision process. Visit [CPME.org/cerevisions](https://www.cpme.org/cerevisions) for more information.

Residency and Fellowship Visits - Invitation for Comments

As part of the residency and fellowship approval process, CPME conducts evaluations of new programs and re-evaluations of approved programs. Each fall and spring, CPME meets to determine approval decisions. At its fall meeting, the council reviews programs visited during the previous spring's on-site evaluation cycle, and at its spring meeting, the council reviews programs visited during the previous fall's on-site evaluation cycle. To review the programs currently scheduled for on-site evaluation, visit [CPME.org/onsiteschedule](https://www.cpme.org/onsiteschedule). The council updates the list as evaluation dates are confirmed.

The council's residency and fellowship approval process include consideration of third-party comments concerning an institution's qualifications for either provisional or continued approval. Comments must be received 15 days prior to the program's scheduled site visit date. All third-party comments must be signed. Comments are forwarded to the evaluation team, and anonymously to the program director for response, if appropriate, prior to the visit.

Please submit third-party comments for programs to be reviewed this fall to Bertus Tempelhoff, CPME assistant director, at btempelhoff@cpme.org.

Become a CPME Residency Program Evaluator

One of the most important components of the CPME residency approval process is the team site visit. The site visit is a peer-review process that helps to enhance the quality of education by assessing a program's compliance with CPME standards and requirements. CPME is committed to ensuring each evaluator possesses appropriate experience and skills essential to the evaluation process. CPME residency evaluators must be certified by one or both of the specialty boards recognized by the SBRC and should be either program directors or active faculty members of CPME-approved residencies.

Prior to participating as a member of a team, evaluators complete a training program and are assigned to a team as trainees under the tutelage of the team chair and the specialty board representatives. The

council pays all expenses incurred during the site visit and a per diem for each travel and on-site visit day.

Individuals interested in becoming residency evaluators should submit a letter of interest and current curriculum vitae to their certifying boards. Contact information for the American Board of Foot and Ankle Surgery (ABFAS) or the American Board of Podiatric Medicine (ABPM), as well as a description of the ABFAS and ABPM-certified evaluator criteria, can be found at www.cpme.org/residencyevaluators. Please feel free to provide this information to interested and qualified individuals within and outside of your institution or organization.