

## **REPORT – MINUTES OF THE COUNCIL ON PODIATRIC MEDICAL EDUCATION APRIL 2024 MEETING**

The Council on Podiatric Medical Education (CPME or Council) held its spring meeting April 20 at APMA Headquarters in Rockville, MD. The recommendations emanating from Council committees, which completed their deliberations at meetings and conference calls held from February - April, constitute the majority of each CPME agenda and include the review of reports from the colleges of podiatric medicine. The Specialty Board Recognition Committee (SBRC) met in February, and the Continuing Education Committee (CEC), Residency Review Committee (RRC), and the Collaborative Residency Evaluator Committee (CREC) all held meetings in March. The Accreditation Committee and the Council's Budget Planning and Executive Committees held their meetings April 18-19.

### **Future meeting dates of the CPME include:**

The fall 2024 meeting will take place October 18-19, 2024, in a location TBD

The 2025 meetings will take place May 3 and October 17-18

The 2026 meeting will take place April 25 and October 16-17

The 2027 meetings will take place April 17 and October 29-30

The 2028 meetings will take place April 29 and October 27-28

### **Council Elections and Appointments**

At the April 20<sup>th</sup> meeting, the Council elected its officers to be effective at the close of the Council's October 2024 meeting: Dr. JT Marcoux of Boston, MA was reelected chair and Dr. Alyssa Stephenson was reelected vice chair.

John T. Marcoux, DPM is a faculty member at Beth Israel Deaconess Medical Center in Boston, MA.

Alyssa Stephenson, DPM is a podiatrist at the Carl T. Hayden Veterans Affairs Medical Center in Phoenix, AZ. Dr. Stephenson serves as a college site visit evaluator and as chair of the Continuing Education Committee and the Specialty Board Recognition Committee.

### **Ad Hoc Appeals Panel Members**

The following individuals were reappointed to the Ad Hoc Appeals Panel for a second, three-year term:

Academic/Educator Members: Alain O. Silverio, MA, EdM and Jacqueline Truong, DPM

Administrator Members: Michael Trepal, DPM and Robert "Tim" Yoho, DPM

Practitioner Members: Lori DeBlasi, DPM and Timothy Ford, DPM

Public Members: Sandra Wise, PhD and Earl "Gip" Seaver, PhD

**[ACCREDITATION ACTIONS April 2024](#)** – For greater detail concerning the April 2024 accreditation actions, click on the "Accreditation Actions" link under each college's listings on the CPME website. CPME took the following accreditation actions at its April 2024 meeting:

**Samuel Merritt University College of Podiatric Medicine** – At its April 2024 meeting, the CPME voted to change the accreditation status of the Samuel Merritt University College of Podiatric Medicine from accreditation with monitoring to accreditation as the college is in compliance with all accreditation standards and requirements.

**Temple University School of Podiatric Medicine** – At its April 2024 meeting, the CPME voted to change the accreditation status of the Temple University School of Podiatric Medicine from accreditation with monitoring to accreditation as the college is in compliance with all accreditation standards and requirements.

**University of Texas Rio Grande Valley School of Podiatric Medicine** – At its April 2024 meeting, the Council elected, based on an on-site evaluation, to continue the school's candidacy status for one additional year.

Based on review of the comprehensive report of the onsite evaluation team, the school's written response to the team report, and the school's presentation to the Accreditation Committee on April 18, 2024, the Council did not grant preaccreditation and instead determined that candidacy will extend for one additional year as there are substantial noncompliance issues that the Committee and Council determined could be resolved within a relatively limited period of time. Note that candidate status may extend for no longer than three years (initially granted June 2022). The Committee and Council determined that a focused site visit should be scheduled. This will allow the school to demonstrate progress with the issues identified during the onsite visit, the posting of the Part I APMLE scores, and the build out of the newly acquired physical space. The school may admit students for the fall 2024 semester as progress has been demonstrated. A focused on-site evaluation to assess progress and compliance with the CPME accreditation standards may be expected in fall/early winter 2024. The maximum first-year class enrollment for the school is 40. More information may be found [here](#).

**Western University of Health Sciences College of Podiatric Medicine** – At its April 2024 meeting, the Council elected, based on an on-site evaluation, to extend accreditation through April 2032. The college is in compliance with all accreditation standards and requirements.

### **Future Meetings of the Accreditation Committee**

The fall meeting will take place October 16-17, 2024, in a location TBD

The 2025 meetings will take place May 1-2 and October 15-16

The 2026 meeting will take place April 23-24 and October 14-15

The 2027 meetings will take place April 15-16 and October 27-28

The 2028 meetings will take place April 27-28 and October 25-26

### **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, Iowa took place on April 29, 2024.
- The scheduled reaccreditation on-site evaluation of the Barry University School of Podiatric Medicine in Miami Shores, Florida is scheduled for June 3-6, 2024.
- The scheduled reaccreditation on-site evaluation of the Kent State University College of Podiatric Medicine in Independence, Ohio is scheduled for September 23-26, 2024.
- The Lake Erie College of Osteopathic Medicine (LECOM) School of Podiatric Medicine in Lake Erie, Pennsylvania is scheduled for a preaccreditation on-site visit November 4-7, 2024.

- A focused on-site evaluation to the University of Texas Rio Grande Valley School of Podiatric Medicine to assess progress and compliance with the CPME accreditation standards may be expected in fall/early winter 2024.

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

In accordance with the Council on Podiatric Medical Education's (CPME or Council) procedures, interested individuals or institutions are invited to submit third-party comments with respect to the compliance of the Kent State University College of Podiatric Medicine and the Lake Erie College of Osteopathic Medicine (LECOM) School 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](https://www.cpme.org/cpme120).

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.

The Lake Erie College of Osteopathic Medicine (LECOM) School of Podiatric Medicine is scheduled for a pre-accreditation on-site visit November 4-7, 2024. Third-party comments concerning the Lake Erie College of Osteopathic Medicine (LECOM) School of Podiatric Medicine are due by October 1, 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](mailto:hstagliano@cpme.org)

### **CONTINUING EDUCATION COMMITTEE APPROVAL ACTIONS April 2024**

#### **Approval Actions – Continuing Education**

- Approved Applications – 2
- Continued Approval with Report (Petitions) - 5
- Continued Approval with Report (Progress Reports) - 14
- Probation - 1
- Voluntary Withdrawal - 2

#### **CEC Recommendations Approved by the Council:**

- Continuing Education Contact Hours (CECH) for a series of programs on Physician Wellness

- The Council determined the Provider can offer the series of programs on Physician Wellness but cannot offer continuing education contact hours.
- Providers with a separate Limited liability company (LLC)
  - Providers with a separate Limited Liability Company (LLC) can advertise and offer its continuing education activities to its LLC members if the LLC company is not a commercial interest, as defined in CPME 720, *Standards and Requirements for Approval of Providers of Continuing Education in Podiatric Medicine*. In addition, if an individual has a company that is a commercial interest (as defined in CPME 720) and starts an LLC that is not a commercial interest the LLC can apply to become an approved provider of continuing education. The Council determined the intent is included within the documents as implied by the Committee's response.

### **Review of Committee Members and Terms**

Dr. Karona Mason's second term as a member of the Continuing Education Committee (CEC) ends August 2024. Council staff will be seeking applications for her replacement as a provider representative. The position is for a three-year term renewable up to two consecutive terms.

### **Future Meetings of the Continuing Education Committee**

The fall 2024 meeting will take place September 13-14 in Arlington, VA

The 2025 meetings will take place March 21-22 and September 12-13

The 2026 meeting will take place March 6-7 and September 18-19

The 2027 meetings will take place March 12-13 and September 17-18

### **Petition Schedule**

The Committee reviewed the Petition schedule and determined no revisions were necessary at this time.

### **RESIDENCY REVIEW COMMITTEE APPROVAL ACTIONS APRIL 2024**

#### **Approval Actions – Residencies**

- Approval (Team Reports) - 5
- Approval (Progress Reports) - 5
- Approval with Report (Team Reports) - 14
- Continued Approval with Report (Progress Reports) - 22
- Probation - 3
- Voluntary Withdrawal - 1
- Withdrawal - 1
- Application Eligible for On-site - 1

#### **Approval Actions - Fellowships**

- Approval (Team Reports) - 1
- Continued Approval with Report (Progress Reports) - 1
- Probation - 1

## **RRC Recommendations Approved by the Council**

- CPME will be adding the following statement to the CPME website and all CPME forms: CPME requires that any medical documentation submitted must have patient identifiers redacted. Any material submitted to CPME that does not comply with these requirements will not be accepted by the RRC and Council and will be deleted.
- The approval status of each program will be listed on the CPME website on each program page. The program's history of decisions will remain until full approval.
- A program that applies for an increase in positions or reclassification and is denied must wait at least seven months before it can submit a new application.
- If a fellowship desires to make a significant change to the length of the fellowship or to the educational experiences of the fellow(s), the institution must submit a new CPME 809, *Application for New Fellowship Program*. If there is any question whether the changes being considered rise to this level, the RRC and CPME chairs will make the final determination if a new application must be submitted.
- Many programs offer a rotation in wound care that they utilize as one of the two required rotations under "medical specialties." CPME is clarifying that in order for a wound care rotation to qualify as a medical specialty rotation, it must involve training and assessment by non-DPMs. Programs certainly may have wound care rotations that only involve training by DPMs, but a rotation like that would not qualify as one of the two required "medical specialty" rotations.
- A training session will be held for program directors, assistant program directors, and program coordinators. The training will focus on understanding CPME, CPME standards and requirements, and CPME procedures. Date and location TBD.

## **Committee Appointments**

Sonia Mvuemba, DPM was appointed as a COTH representative to the RRC. Dr. Mvuemba is the residency program director at University Hospital in Newark, NJ and an on-site evaluator. Dr. Mvuemba's first term starts August 1, 2024.

## **Future Meetings of the Residency Review Committee**

The fall 2024 meeting will take place September 19-21 in Arlington, VA  
The 2025 meetings will take place March 7-8 and September 19-20

The scheduled dates of on-site evaluations of new and approved residencies and fellowships can be found on the [CPME website](#).

## **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, go to Council's website. 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 to: Bertus Tempelhoff, CPME Assistant Director, at [btempelhoff@cpme.org](mailto:btempelhoff@cpme.org).

## **CREC UPDATES**

### **Appointments**

- Randy Semma, DPM was appointed as an ABPM representative on CREC.
- Kiana Trent, DPM was appointed as an ABPM representative on CREC.
- Harry Schneider, DPM was appointed as a CPME representative on CREC.

### **Become a CPME Residency Program Evaluator**

One of the most important components of the CPME residency approval process is the 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 CPME 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 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](http://www.cpme.org/residencyevaluators). Please feel free to provide this information to interested and qualified individuals within and outside of your institution or organization.

## **PUBLICATION UPDATES**

### **CPME PUBLICATIONS 220 AND 230 (SPECIALTY BOARD RECOGNITION COMMITTEE) OFFICIAL NOTICE – CALL FOR COMMENT**

In March 2021, the APMA House of Delegates approved a resolution moving the Joint Committee on the Recognition of Specialty Boards (JCRSB) to become a standing committee of the Council on Podiatric

Medical Education. Subsequently, CPME adopted Bylaw amendments at its October 2021 and April 2022 meetings in order to comply with the APMA action. The Bylaw revisions included moving the JCRSB to a standing committee of the Council and restructuring the JCRSB representation.

To reflect that the JCRSB is now a standing committee of the Council, CPME changed the name of the JCRSB to the Specialty Board Recognition Committee (SBRC). Further, as part of this process, the underlying JCRSB/SBRC documents (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) must be updated to reflect the new CPME/SBRC Bylaw revisions.

The review of these documents was led by an Ad Hoc Advisory Committee, which began their review in fall 2022. This committee met 13 times over the course of a year and a half. The ad hoc committee submitted Draft I of CPME 220 and 230 along with an accompanying SBRC Eligibility Requirements Application and Initial Recognition Application (CPME 209a and 209b) and a Subspecialty Certification Proposal (CPME 209c) to the Council on Podiatric Medical Education in April 2024. CPME approved Draft 1 of CPME 220, 230, and 209a-c at a special meeting held on May 13, 2024, and determined that the revised documents will be disseminated to the community of interest for a period of 60 days.

Click on this link, [CPME 220 and 230 Revisions](#), to view Draft I of the documents for comment.

**To submit comment**, you are welcome to complete [this survey](#) and you may also submit written comments to [hstagliano@cpme.org](mailto:hstagliano@cpme.org).

**Next steps:** The CPME will review the survey responses and comments from the community of interest at their October 2024 meeting to determine if the documents are ready for adoption.

You are encouraged to forward this message as you see appropriate. The Council is seeking the broadest possible input. Please send your comments by **July 15, 2024**, to [hstagliano@cpme.org](mailto:hstagliano@cpme.org).

#### **Update to CPME 720/730 (CONTINUING EDUCATION COMMITTEE)**

Every six (6) years, the Council conducts a comprehensive review of its standards, requirements, and procedures associated with its evaluation activities. The Continuing Education Ad Hoc Committee began meeting two years ago to review input from the communities of interest and to create Draft I of the revised CPME publications *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*. At the Council's April 2024 meeting, Draft I of CPME 720 and CPME 730 were approved. The proposed document revisions are currently being prepared to be disseminated to the community of interest.

The revised CPME 720 and 730 documents will be posted at [www.cpme.org](http://www.cpme.org) under the Continuing Education tab in the Information for Continuing Education Providers. Once the comment period closes, CPME will review the feedback received to determine next steps in adopting the revised documents. It is anticipated that Draft I of CPME 720 and CPME 730 will be posted and disseminated for comment by late spring.

## **OTHER UPDATES**

### **At-large Member Positions Open on the Council**

The Council on Podiatric Medical Education's Nominating Committee is seeking applications for the at-large and postsecondary educator positions on the Council. CPME will hold a closed ballot election to fill the positions at its October 2024 meeting. The positions are for a three-year term renewable up to three consecutive terms.

Individuals seeking election to at-large positions on the Council shall describe in writing how they satisfy at least two of the following criteria:

- Have been active for a period of at least two years as a director of an approved podiatric residency, fellowship, or provider of continuing education.
- Have been active for a period of at least two years as an academic administrator or a fulltime faculty member at a CPME-accredited college of podiatric medicine.
- Have demonstrated leadership within the profession or distinguished himself/herself/themselves as a practitioner.
- Have served actively on one of the Council's committees for a minimum of one full term.
- Have served on at least one CPME on site evaluation team to a college of podiatric medicine, or three CPME on-site evaluation teams to residency programs, fellowship programs, or continuing education providers.

The postsecondary educator must not have a significant relationship (either direct or indirect) with podiatric medical organizations or podiatric medical educational institutions. These individuals shall have no vested interest in or financial relationship to the podiatric medical profession.

The applicant must demonstrate qualifications and experience in at least one of the following areas of need:

- Educator - Someone currently or recently directly engaged in a significant manner in an academic capacity at an accredited college of podiatric medicine who may not be an academic dean.
- Academic - Someone currently or recently directly engaged in a significant manner in postsecondary education and/or research.
- Post-secondary educator - This individual must come from the postsecondary education community. This individual shall have no vested interest in or financial relationship to the podiatric medical profession.
- Practitioner - Someone directly engaged in a significant manner in the practice of podiatric medicine.

In addition to the requirements outlined above, the candidate is encouraged to describe other podiatric and non-podiatric experiences he/she has had that strengthen the submission.

Individuals seeking election to the Council must submit a curriculum vitae and an application letter that addresses both the requirements and the area of need to [hstagliano@cpme.org](mailto:hstagliano@cpme.org). Applications received after June 15 will not be considered.



**CPME Mission**

The mission of the Council is to promote the quality of graduate education, postgraduate education, certification, and continuing education. By confirming these programs meet established standards and requirements, the Council serves to protect the public, podiatric medical students, and doctors of podiatric medicine.

**Guiding Principles**

The success of CPME is based on the following guiding principles. A commitment to:

- the CPME mission,
- the engagement in continuous quality improvement and learning,
- the contribution of CPME to the profession, and
- the cultivation and support of an environment that demonstrates commitment to diversity, equity, and inclusion within its member institutions, board and staff, representatives, and all who are served by these groups.

CPME welcomes, embraces, and respects diversity of people, identities, abilities, and cultures.