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**Self-Study Summary**

**Department of Accreditation, Recognition, and Field Activities**

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| After completing the Self-Study, provide responses to the eight questions below.The deadline for uploading the Self-Study Summary into the Accreditation Data System is the last day of the month the Review Committee indicated for the program’s first site visit in the Next Accreditation System. (For example, if the Review Committee indicated **October 2018** as the date of the first site visit, the document would have to be uploaded by **October 31, 2018**.) |

***Program Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

 ***Program Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

 ***Self-Study Date (Month, Year): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Note****The documents will be used to assess the program’s aims and environmental context, as well as the process used for the Self-Study and how this facilitates program improvement.*

*Do* ***NOT*** *provide information on areas for improvement identified during the Self-Study. The Summary of Achievements will request information on improvements realized in areas identified in the Self-Study.*

***Program Description and Aims***

Describe the program and its aims, using information gathered during the Self-Study.

**Question 1: Program Description**

Provide a brief description of the residency/fellowship program, as you would to an applicant or a prospective faculty member. Discuss any notable information about the program. (Maximum 250 words)

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**Question 2: Program Aims**

Describe the program’s aims. (Maximum 150 words)

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**Question 3: Program activities to advance the aims**

Describe current activities that have been, or are being, initiated to promote or further these aims. (Maximum 250 words)

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***Environmental Context***

Summarize the information on the program’s environmental context that was gathered and discussed during the Self-Study.

**Question 4: Opportunities for the program**

Describe important opportunities for the program. (Maximum 250 words)

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**Question 5: Threats facing the program**

Describe any real or potential significant threats facing the program. (Maximum 250 words)

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***Significant Changes and Plans for the Future***

**Question 6a: Describe significant changes and improvements made in the program over the past five years.** (Maximum 250 words)

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**Question 6b: Share the vision and plans for the program for the coming five years.** **What will take this program to “the next level”?** (Maximum 350 words) *Note: In the response, discuss what the “next level” will look like, the envisioned steps and activities to achieve it, and the resources needed.*

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***Self-Study Process***

**Question 7a: Describe elements of the Self-Study process for your program.**

Provide information on your program’s Self-Study, including who was involved, how data were collected and assessed, how conclusions were reached, and any other relevant information. (Maximum 300 words)

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| Who was involved in the Self-Study (by role/title)? |  |
| How were areas for improvement prioritized? |  |

 **Question 7b: Describe the core program’s role in the Self-Study(ies) of its dependent subspecialty program(s).** (Maximum 150 words)

*Note: If this is an individual core program without associated subspecialty programs or a dependent freestanding subspecialty program, skip to Question 8.*

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**Question 8: Describe learning that occurred during the Self-Study.** This information will be used to identify potential best practices for dissemination. (Maximum 200 words)

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