**DIO/GME Office ADS Update Review Worksheet**

**ADS Update 2022**

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| ADS Section | What to look for |
| Mission & Aims | * Is the mission accurate for the program?
* Are the aims reflective of the mission?
* Do aims list a specific outcome?
* Should they be updated?
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| Diversity | * Does the example include what the SI is assisting with?
* Does the SI have initiatives that all programs are aware of?
* Is there an initiative that you may use for modeling with other programs?
* What is the hospital doing?
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| Citation Responses | * Does the response address the citation? Use the following outline to aid in communicating to the RC.
1. Describe what was implemented in response to the citation.
2. Include detailed description of monitoring and results of the plan to address the citation.
3. Include the status of the citation today.
4. If not corrected, what are your next steps?
5. How will you continue monitoring to ensure the problem doesn’t return?
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| Major Changes | * All programs should have some changes
* Has the program addressed any AFI’s?
* Has the program addressed any non-compliant survey areas?
* Any innovative solutions to the requirements or milestones?
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| Participating Sites | * Are the sites still current?
* Has the GMEC approved any new sites that may have been added?
* Do the sites match the block schedule?
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| Faculty Roster | * Are certifications updated?
* What are the plans for those about to expire?
* Do the hours make sense for each faculty member and do they match requirements?
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| Program Director CV | * Has scholarly activity been updated? Look for entries from 2017 to today.
* Is license current?
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| Faculty Scholarly Activity Table | * Do all core faculty have at least one activity listed?
* Are they including resident research they are mentoring?
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| Resident Scholarly Activity Table | * Do all final year residents have at least one activity listed?
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| Ultimate Certification Status | * Is the program meeting their specialty RC benchmark?
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| COVID-19 Questions | * For those programs that were severely affected, are you aware?
* How are you addressing the impact of the pandemic?
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| Block Diagram | * Did the program use the specialty required template (if applicable)?
* Does the block diagram match the participating site section in ADS?
* Have you created a legend for all abbreviations? Do you list vacation time and when can take it?
* Are all RRC changes demonstrated in the block schedule?
* Be sure to identify 13 blocks vs. 12-month schedule or if you have longer periods (i.e., two 6-month blocks, four 3-month blocks)
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