

AMERICAN BOARD OF VETERINARY OPHTHALMOLOGY

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PROGRAM SUPERVISION CHANGES AND INFORMATION ON PROBATION, SUSPENSION, AND REVOCATION OF A RESIDENCY TRAINING PROGRAM

PROGRAM SUPERVISION CHANGES

1. The Corresponding Supervising Diplomate is responsible for notifying the Residency Committee in advance of planned changes in personnel and within 15 days for unplanned changes. A Supervising Diplomate Residency Information Form should also be submitted on the ABVO website. Supervising Diplomates leaving a program will be asked to submit Credentials documents for the residents they have supervised.
2. Substantive changes that are planned or anticipated in a residency training program must be submitted to ABVO for approval prior to implementation of those changes. Substantive changes are changes to personnel and to facilities or equipment that would prevent a program from continuing to meet minimum standards. Changing the hospital location, even to a satellite clinic of the same hospital, of the resident during the RTP must be approved by the Residency committee if it was not listed on the initial RTP.
 - a. Changes which result in the program no longer meeting minimum standards may result in program probation, suspension, or revocation.
 - b. If no ACVO Diplomate remains at the Residency Training Program, the program is immediately suspended.
 - c. If the number of Supervising ACVO Diplomates in a program decreases below the required minimum based on the number of residents in training, **the program will be placed on probation and be given a two-month grace period (60 days) to replace the absent Supervising Diplomate** (or establish an external rotation or partnership with an ACVO Diplomate(s) or provide the ABVO Residency Committee with a formal plan for approval. The Residents currently in the program can finish that program, pending approval of the ABVO Residency Committee, if it can be established that all remaining requirements of the program will be met.
 - d. The Corresponding Supervising Diplomate will provide the ABVO Residency Committee a written updated plan for residents currently in training at the end of the grace period. Unless a new permanent ACVO Diplomate is hired full-time, probation will continue. A suitable RC approved resolution that will allow probation to continue would be for the resident to fulfill training at another approved collaborative site or for an RC approved ACVO Diplomate locum(s) to provide training within the probation period (acting as External Participants). During that period, the Corresponding Supervising Diplomate will provide written updates to the RC in regards to correcting the deficiencies every 3 months.

- e. After the two-month grace period, if the number of Supervising ACVODiplomates does not meet the requirement or an alternate plan has not been approved by the Residency Committee, the program will be suspended at the discretion of the ABVO residency committee
 - f. Residents in training at the time of probation can continue to count training toward ABVO requirements. Residents in training during a suspension cannot count training towards ABVO requirements.
 - g. **New residents may be prohibited from beginning a residency at a program that is on probation at the Residency Committee’s discretion. No new residents may start a program that is suspended.** The Corresponding Supervising Diplomat is required to notify all new residents matched to the program within 15 days if the program status changes. Residents can choose to decline the match without sanctions by the VIRMP if they are matched to a program that is not registered by the ABVO or that is placed on probation by the ABVO.
3. The ABVO Residency Committee will notify programs regarding program deficiencies, probation, suspension or revocation via email to the Corresponding Supervising Diplomat, Supervising Diplomates via email. Residents in the program will also be copied on all communications involving the program’s status.
 4. A suspended program may apply for reinstatement once the deficiencies causing suspension have been corrected. The Corresponding Supervising Diplomat must submit a written request detailing the resolution of issues precipitating the suspension. Alternatively, RC will notify the Corresponding Supervising Diplomat and Resident(s) in writing when the period of probation or suspension has ended.
 5. If a program is revoked, the Supervising Diplomates may not be approved to train residents in the future. A resident from a revoked program may enter into another RTP, however, any time served by a resident after the program was revoked will not count towards completion.
 6. If a Resident is terminated for any reason, the Residency Committee must be notified in writing by the Corresponding Supervising Diplomat within 10 business days. Early termination would prompt a review of the program and whether it is meeting all requirements. If deficiencies are found, these must be corrected before a subsequent RTP is approved. Any Resident beginning a new RTP must disclose any previous RTP. In some circumstances, time spent in a previous RTP may be applied to a subsequent RTP following submission of satisfactory performance evaluations by previous Supervising Diplomat(s) and the Resident. If a new RTP is sought by the terminated Resident, the interval between RTPs must not exceed one year if time spent in the previous RTP is to be included in the new RTP.

<p>PROGRAM PROBATION, SUSPENSION, REVOCATION</p>

Residency Training programs and Supervising Diplomates are subject to approval by the Residency Committee; a decision to deny approval can be appealed to the Appeals Committee.