

## ACEP GUIDE TO FELLOW APPLICATION PROCESS

### **HISTORY ON FELLOW ELECTION CRITERIA**

The first fellows of the College were elected in 1982. From 1982 until 1988, members were eligible for election to fellow status if they had been an active, life, active honorary or international member of the College for three continuous years immediately prior to election and were certified by the American Board of Emergency Medicine (ABEM).

In 1988, the Council adopted more stringent requirements and, in 1989, fellows were elected based on the requirements previously mentioned, plus the additional criteria adopted by the 1988 Council. A decision was made by the 1989 Council to keep the additional criteria for fellow status in the Bylaws, but delay further implementation of the requirements until 1992. As a result, members elected to fellow status in 1990 and 1991 were elected based on the College's initial fellow requirements of three continuous years of active membership and ABEM certification. In 1995 the Council modified the Bylaws to include certification in pediatric emergency medicine by the American Board of Pediatrics to qualify for fellow status. The 1990 Council further modified the fellow status requirements to require members already elected to fellow status to reapply for fellow status at the time of their ABEM recertification and meet the current criteria listed below or be eligible for Life Fellow status.

In 1998 the Council modified the Bylaws to include certification in emergency medicine by the American Osteopathic Board of Emergency Medicine to qualify for fellow status.

In 2003 the Council modified the Bylaws to indicate that fellows or former fellows who have demonstrated by application that they meet the criteria for fellow status will retain their fellow status as long as they maintain certification in emergency medicine by ABEM, AOBEM, or in pediatric emergency medicine by ABP, and be and remain current members of the College. In addition, current fellows who develop a disability precluding recertification in emergency medicine may retain their title of Fellow by providing evidence of that disability to the College.

At the 2007 Council Meeting, the requirements for fellow status were changed to allow an alternate pathway for ACEP members who are not ABEM board certified. The change was made to recognize those Legacy Physicians who have made significant contributions and helped build the specialty through their service and dedication. This pathway was officially closed on December 31, 2009.

### **CRITERIA FOR ELECTION TO FELLOW STATUS**

1. Be regular, honorary, or international members for three continuous years immediately prior to election and must have been certified in emergency medicine at the time of election by the American Board of Emergency Medicine, the American Osteopathic Board of Emergency Medicine, or in pediatric emergency medicine by the American Board of Pediatrics. Maintenance of Fellow status requires continued membership in the College. In addition, the following requirements demonstrating evidence of high professional standing must be met by candidates some time during their professional career prior to application.
  - A. At least three years of active involvement in emergency medicine as the physician's chief professional activity, exclusive of residency training, and;
  - B. Satisfaction of at *least three* of the following individual criteria during their professional career:
    1. active involvement, beyond holding membership, in voluntary health organizations, organized medical societies, or voluntary community health planning activities or service as an elected or appointed public official;
    2. active involvement in hospital affairs, such as medical staff committees, as attested by the emergency department director or chief of staff;

3. active involvement in the formal teaching of emergency medicine to physicians, nurses, medical students, out-of-hospital care personnel, or the public;
4. active involvement in emergency medicine administration or departmental affairs;
5. active involvement in an emergency medical services system;
6. research in emergency medicine;
7. active involvement in ACEP chapter activities as attested by the chapter president or chapter executive director;
8. member of a national ACEP committee, the ACEP Council, or national Board of Directors;
9. examiner for, director of, or involvement in test development and/or administration for the American Board of Emergency Medicine or the American Osteopathic Board of Emergency Medicine;
10. reviewer for or editor or listed author of a published scientific article or reference material in the field of emergency medicine in a recognized journal or book.

**Provision of documentation of the satisfaction of the above criteria is the responsibility of the candidate** and determination of the satisfaction of these criteria shall be by the Board of Directors of ACEP or its designee. Fellows shall be authorized to use the letters FACEP in conjunction with professional activities. Fees, procedures for election, and reasons for termination of Fellows shall be determined by the Board of Directors.

#### **APPLICATION FOR FELLOW STATUS**

Members applying for fellow status must do so on the official application form approved by the Board of Directors for the current year. The completed application, all required documentation and the non-refundable fellow application fee of \$150.00 must be submitted at the same time. Applicants who indicate their compliance by utilizing criteria “2” and/or “7” described above must submit letters, on appropriate letterhead, from the emergency department director or chief of staff; or their chapter president or executive director.

#### **RECOGNITION OF ELECTION TO FELLOW STATUS**

To be acknowledged and recognized during the current year, applications for fellow status must be received by December 15. Members will receive official notification of election or rejection of their application by letter. Those whose applications are received by August 1 and approved 45 days prior to the Fellow Induction held during the ACEP Scientific Assembly, may begin using the designation FACEP on the date of the Fellow Induction. Those who apply after August 1 and before December 15 may use the designation FACEP as soon as they have received official notification of election to fellow status and will be acknowledged officially at the Fellow Induction the following year. All newly elected fellows will receive an official fellow certificate after ACEP’s Scientific Assembly.

Continued membership in the College is required to maintain fellow status and the use of the FACEP designation. Fellows whose memberships expire immediately lose fellow status in the College and the right to use the “FACEP” designation.