



ACGME

ACGME RTP Designation Process Toolkit

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Accreditation Council for Graduate Medical Education (ACGME)



Contents

This interactive toolkit is intended to provide information about the ACGME Rural Track Program (RTP) designation* processes, criteria, and resources.
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*The ACGME RTP designation is independent of any rural track designation by the Centers for Medicare and Medicaid Services (CMS) and does not guarantee that a program will meet CMS eligibility requirements for GME or other financial support.



ACGME Rural Track Program (RTP)

An ACGME-accredited program in which all or some residents/fellows gain both urban and rural experience with more than half of the education and training for the applicable resident(s)/fellow(s) taking place in a rural area (any area outside of an urban Core-Based Statistical Area (CBSA)).



ACGME Rural Track Program Designation

A classification provided by the ACGME that identifies RTPs either with the approval of a permanent complement increase request and the addition/identification of at least one new rural participating site or at the time of application for accreditation.



ACGME Rural Track Related Program

A separately accredited program in the same specialty at the same Sponsoring Institution in which residents/fellows have some overlapping education and training experiences with the ACGME RTP residents/fellows and may share resources (for new program RTPs).



RTP Designation Processes Summary

RTP – track within existing program

- Program director initiates using sidebar option within ADS
- Criteria include:
 - All of the new program criteria; and,
 - New rural site(s) (not required for current program residents/fellows)
 - Faculty members at the new rural site(s) are not supported by a current rural participating site

RTP – new program

- Designated institutional official (DIO) initiates at program application
- Criteria include:
 - Greater than 50 percent GME in rural participating site(s)
 - Rural area = county outside of an urban CBSA
 - Some required non-rural GME

Two approval steps:

1. ACGME MUA/P and GME review of designation information
2. ACGME Review Committee review* of permanent complement increase request and site changes (track within existing program) or program application (new program)

***The designation process is independent of accreditation review.**

ACGME Rural Track Program Designation within Existing Program – (2.24.22)

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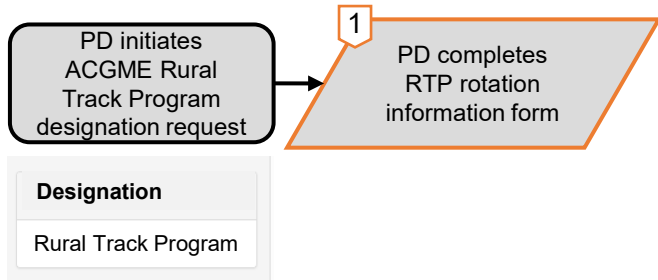
PD initiates
ACGME Rural
Track Program
designation request

Designation
Rural Track Program

Key:
Program Director (PD)
Designated Institutional Official (DIO)
ACGME Review Committee (RC)
ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

ACGME Rural Track Program Designation within Existing Program – (2.24.22)

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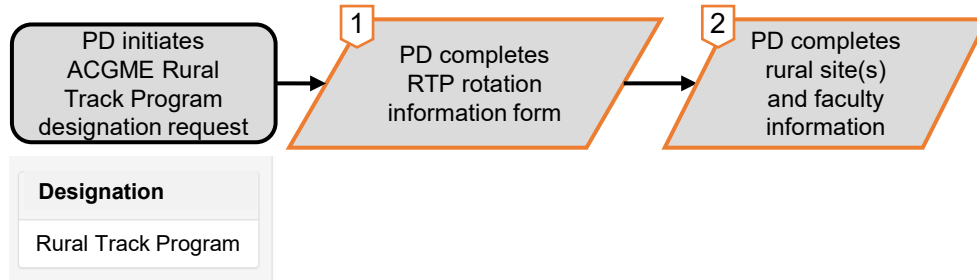
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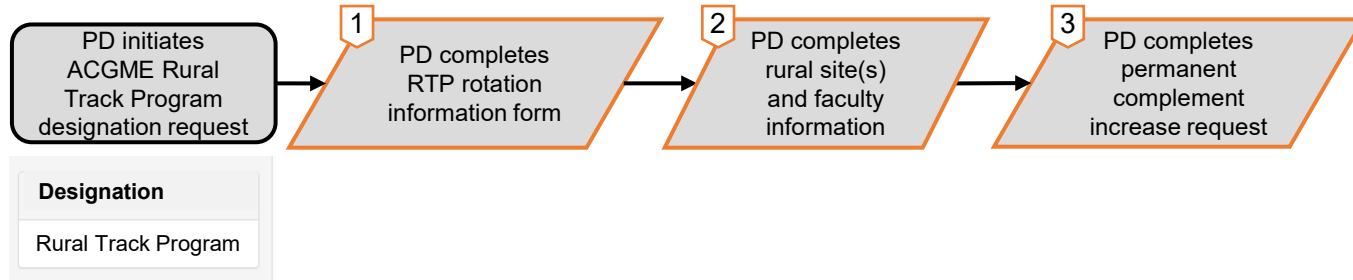
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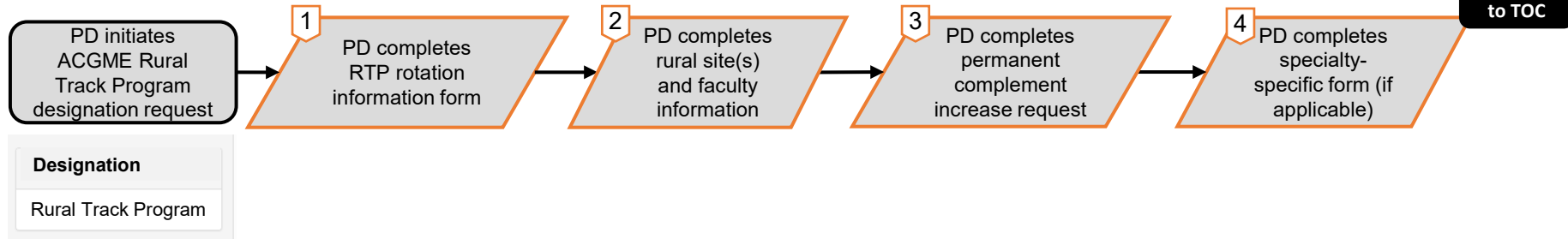
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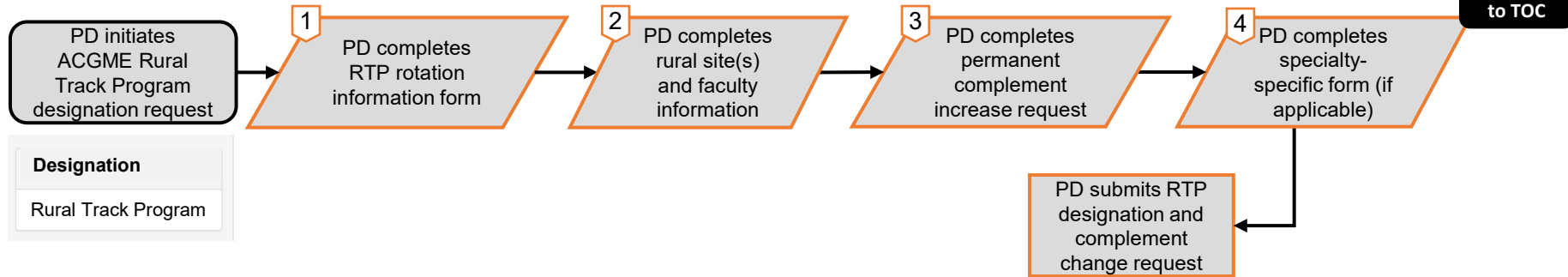
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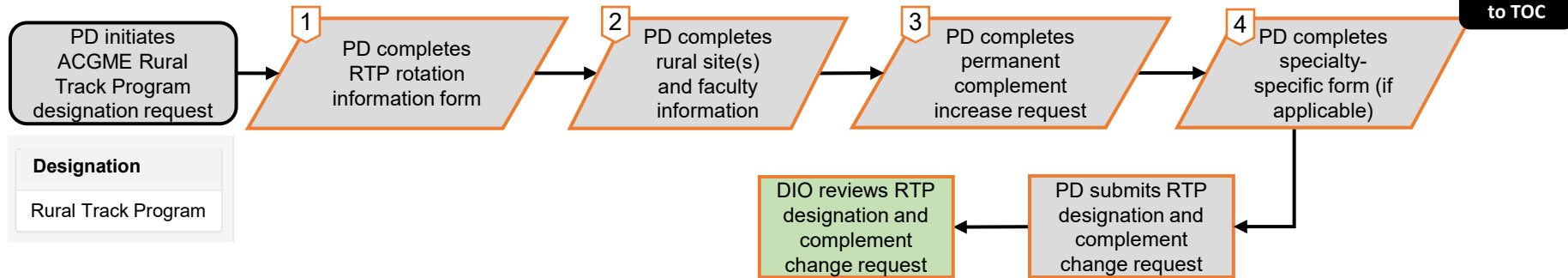
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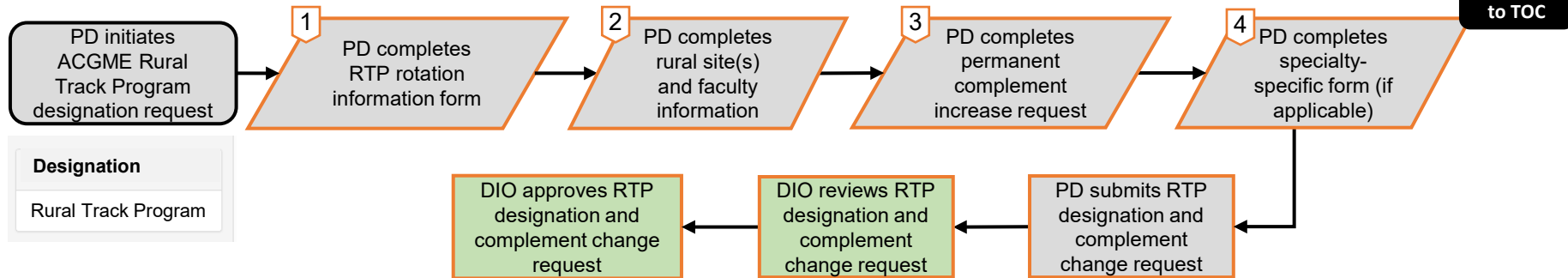
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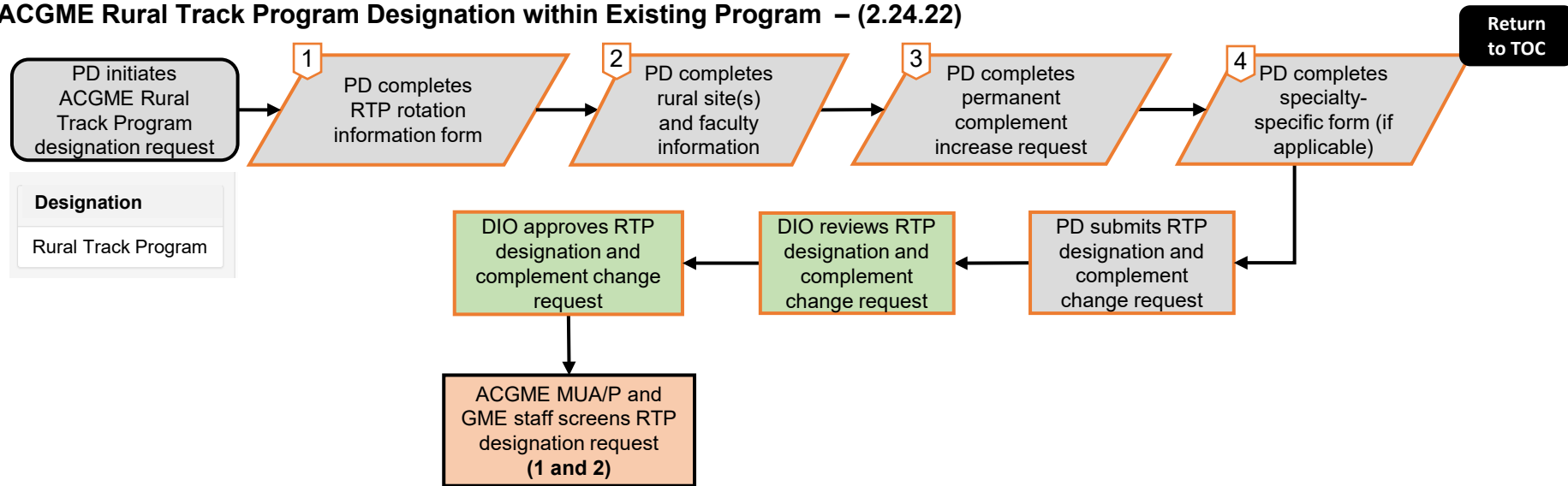
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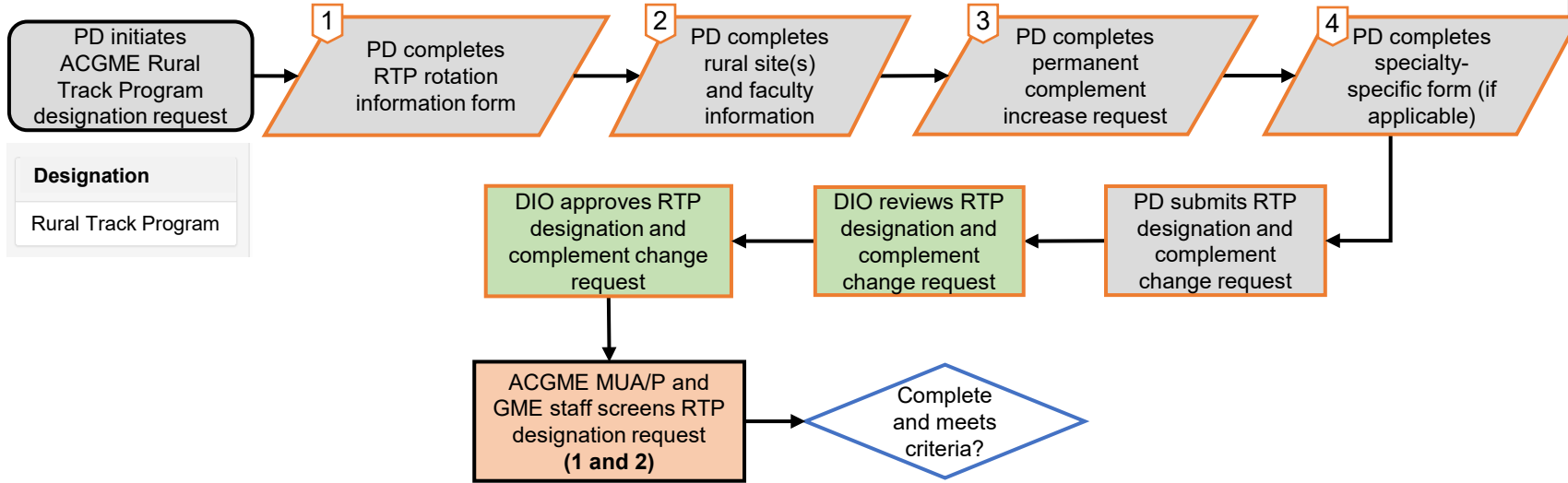
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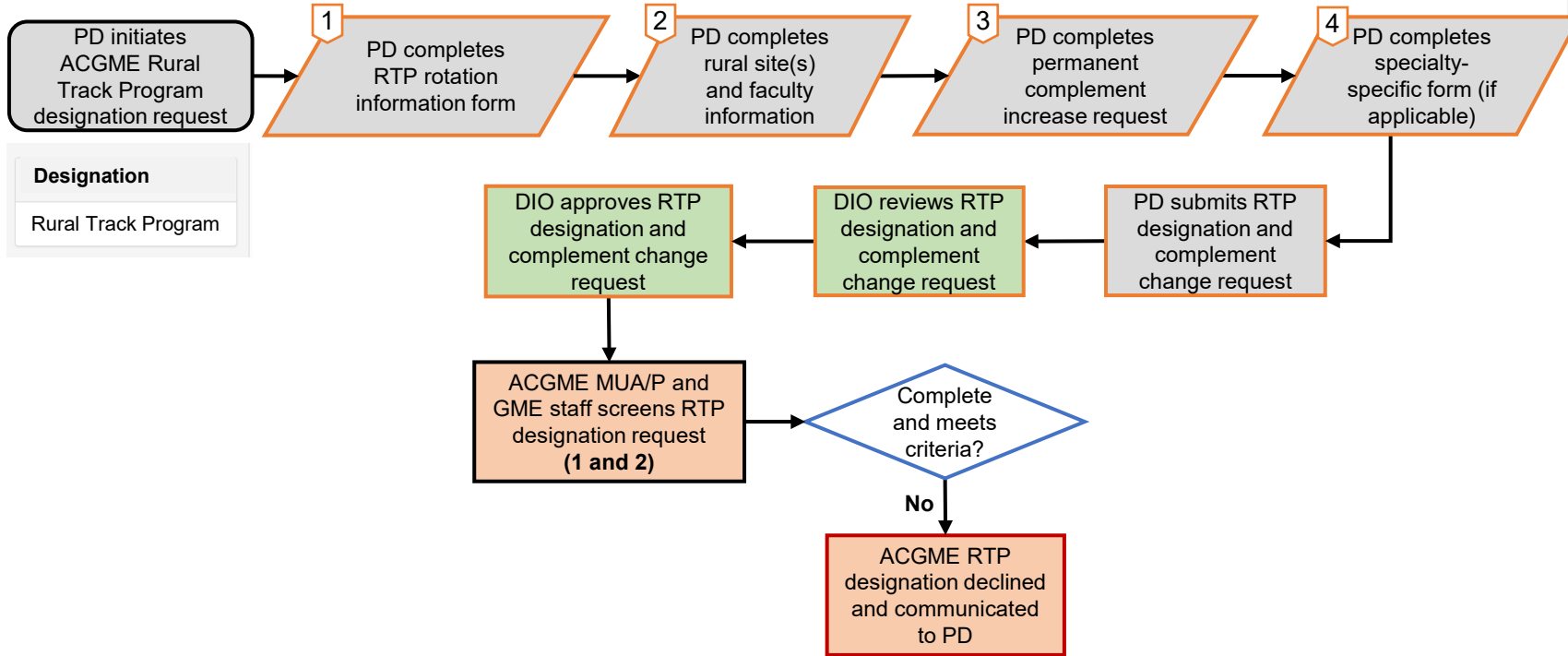


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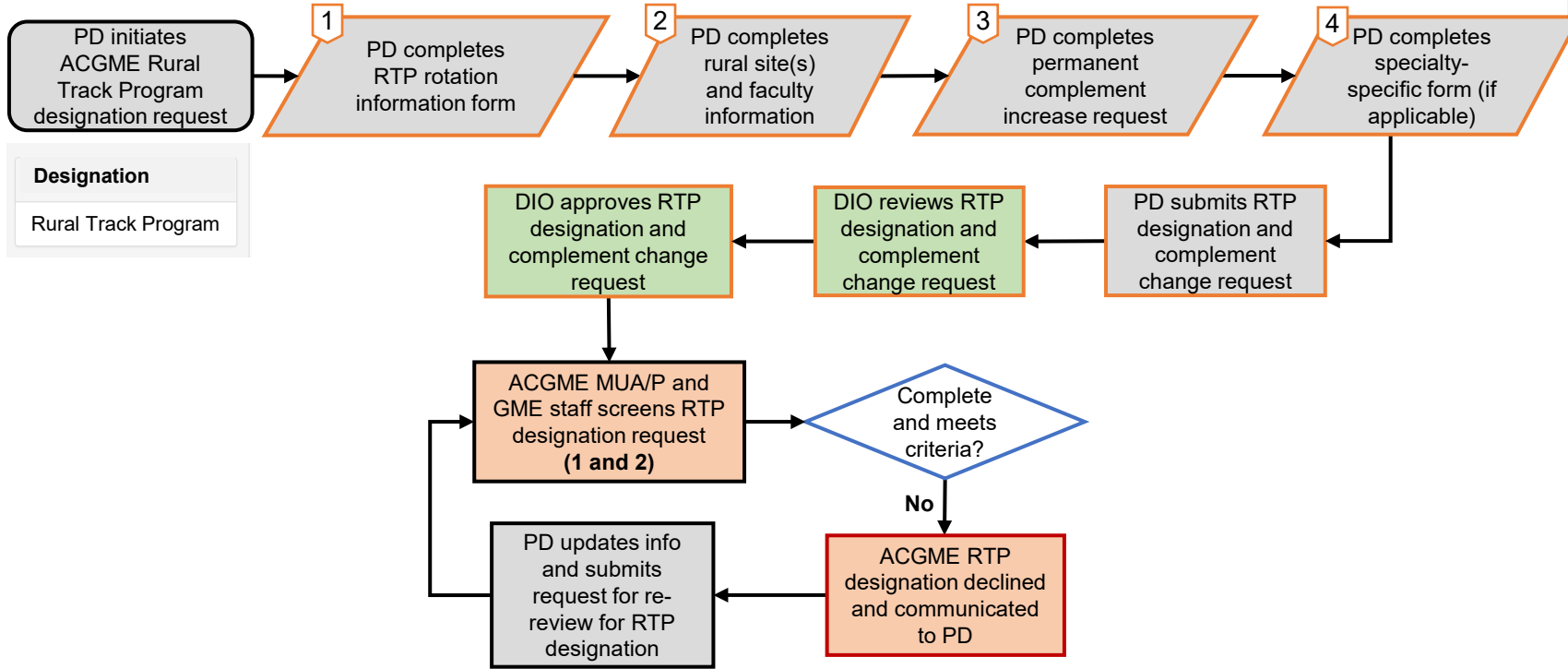
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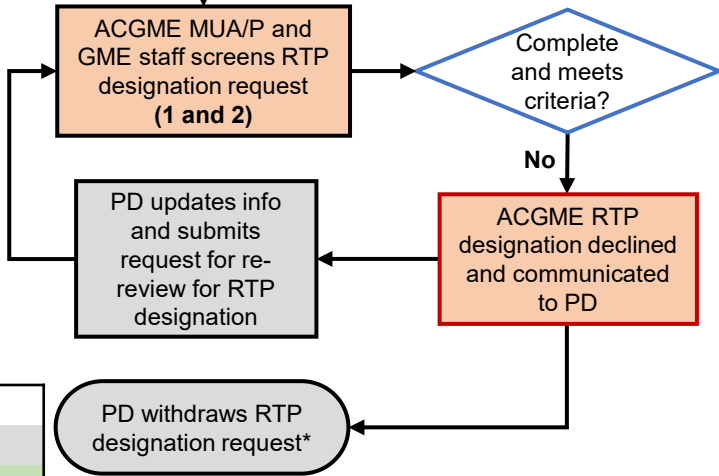
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Designation
Rural Track Program

DIO approves RTP designation and complement change request

DIO reviews RTP designation and complement change request

PD submits RTP designation and complement change request

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

Complete and meets criteria?

PD updates info and submits request for re-review for RTP designation

ACGME RTP designation declined and communicated to PD

PD withdraws RTP designation request*

Key:
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*PD could exit the designation section and follow standard processes to submit a permanent complement increase request

ACGME Rural Track Program Designation within Existing Program – (2.24.22)

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Designation
Rural Track Program

DIO approves RTP designation and complement change request

DIO reviews RTP designation and complement change request

PD submits RTP designation and complement change request

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

Complete and meets criteria?

Contingent ACGME RTP designation granted, and standard communication issued to PD

PD updates info and submits request for re-review for RTP designation

ACGME RTP designation declined and communicated to PD

PD withdraws RTP designation request*

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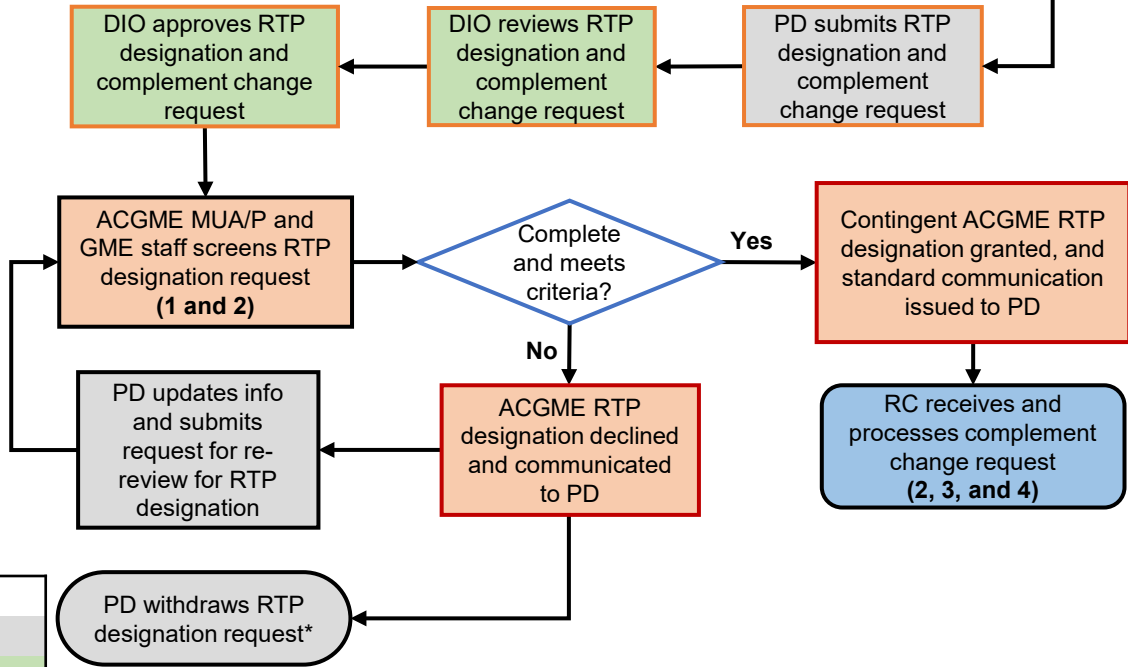
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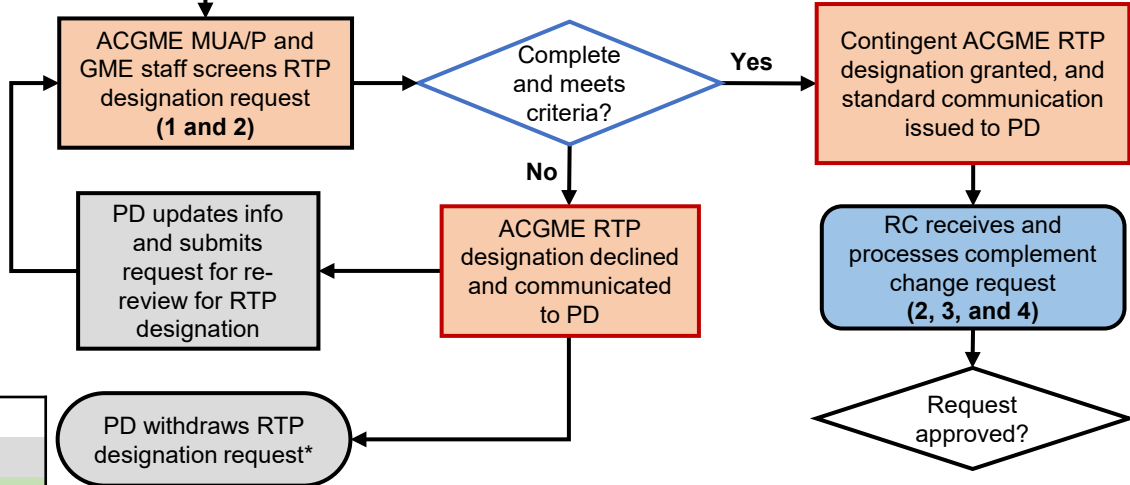
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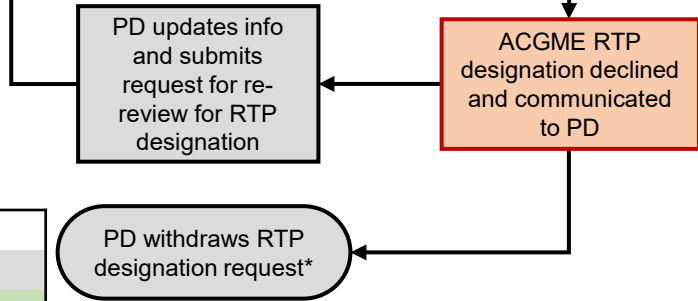
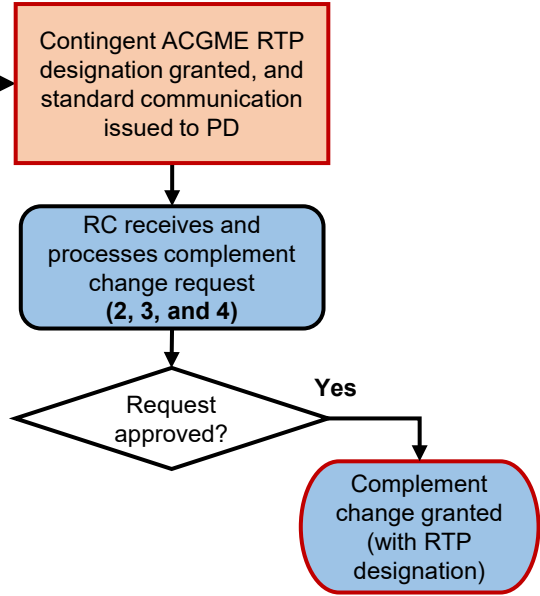
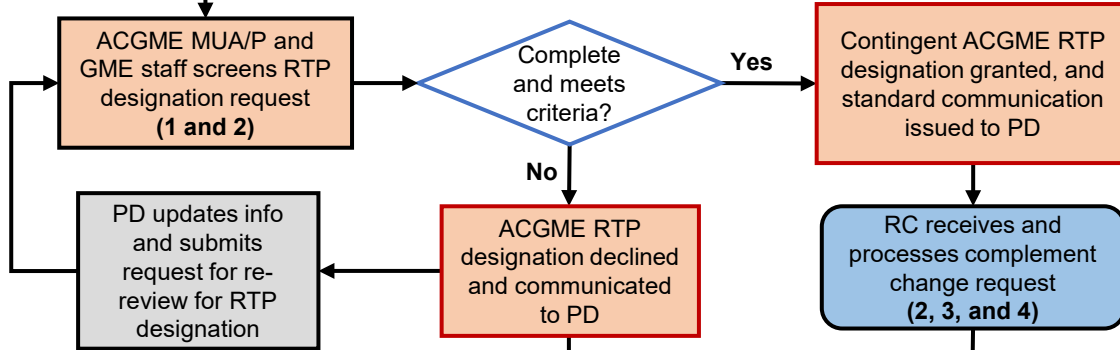
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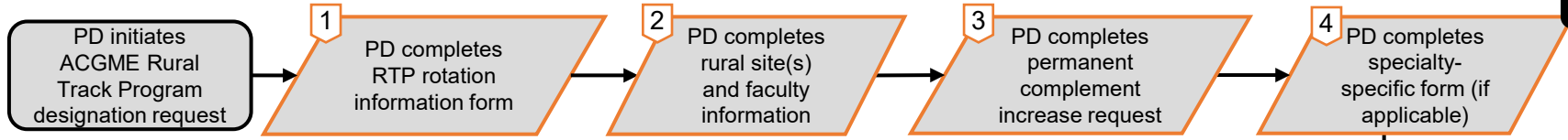


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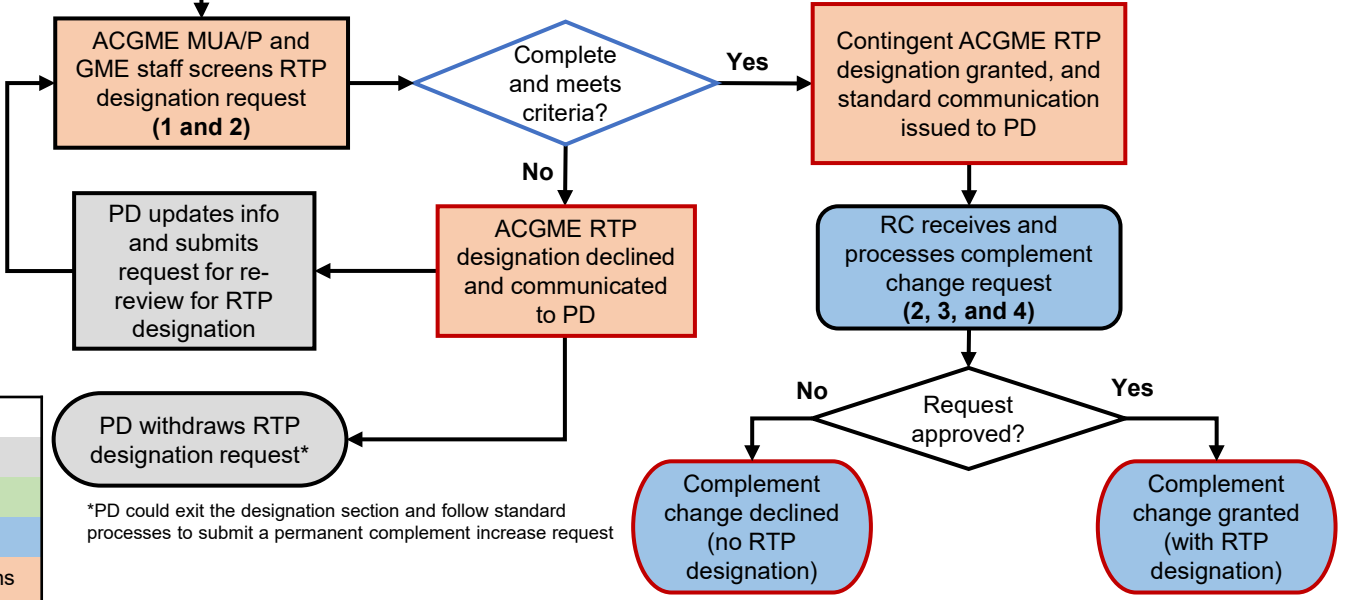
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ACGME Rural Track Program Designation within Existing Program – (2.24.22)

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PD initiates ACGME Rural Track Program designation request

1

PD completes RTP rotation information form

2

PD completes rural site(s) and faculty information

3

PD completes permanent complement increase request

4

PD completes specialty-specific form (if applicable)

Designation
Rural Track Program

DIO approves RTP designation and complement change request

DIO reviews RTP designation and complement change request

PD submits RTP designation and complement change request

ACGME MUA/P and GME staff screens RTP designation request (1 and 2)

Complete and meets criteria?

Contingent ACGME RTP designation granted, and standard communication issued to PD

PD updates info and submits request for re-review for RTP designation

ACGME RTP designation declined and communicated to PD

RC receives and processes complement change request (2, 3, and 4)

PD withdraws RTP designation request*

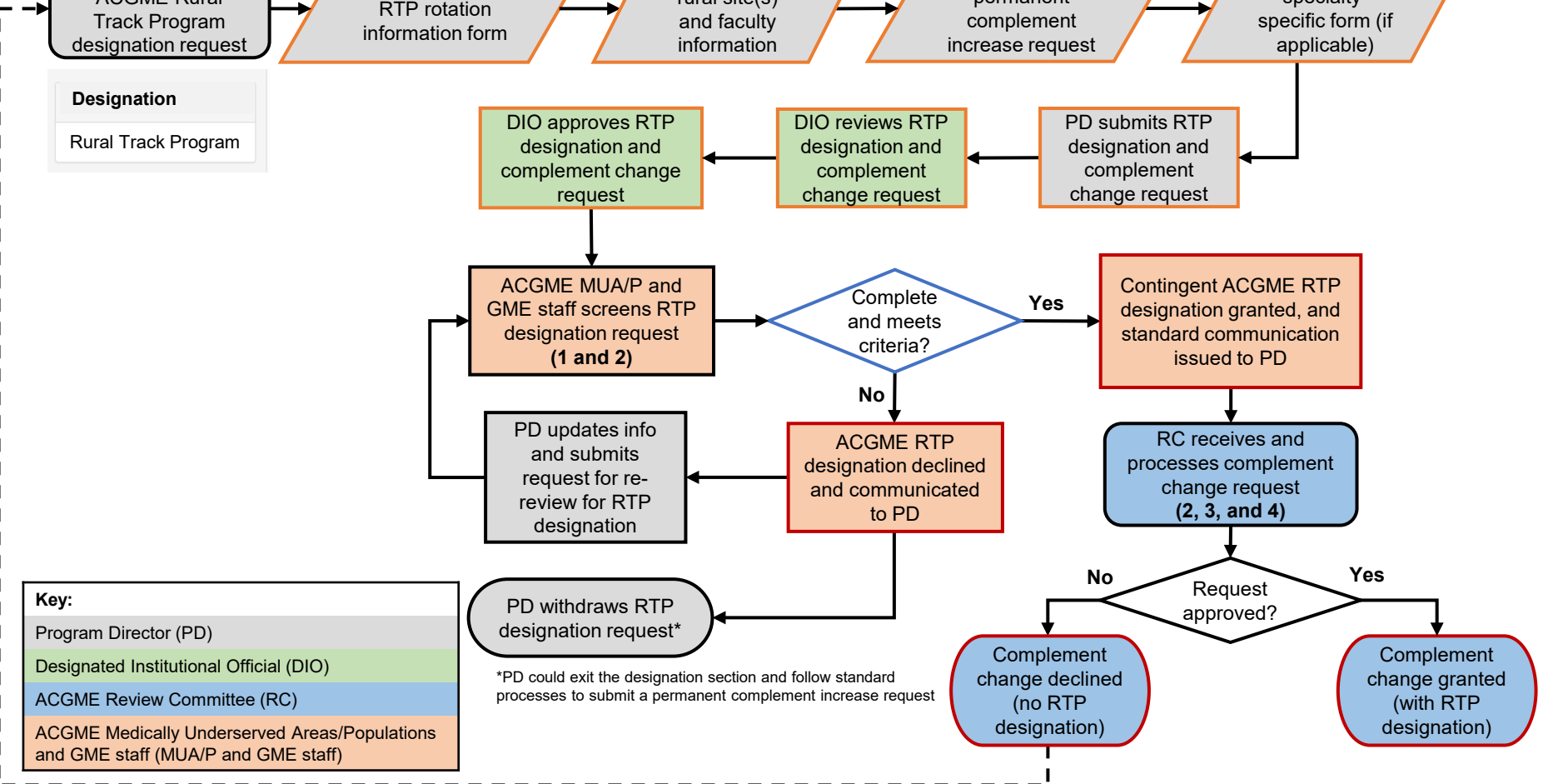
Complement change declined (no RTP designation)

Complement change granted (with RTP designation)

Key:

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*PD could exit the designation section and follow standard processes to submit a permanent complement increase request



RTP Designation Data Inputs (existing program)

- Rural Track Program Rotation Information Form (available on [ACGME website](#))
- Add/identify the new rural participating site(s) (and new faculty member(s), if applicable)
- Permanent complement increase request
- Specialty-Specific Rural Track Program Questionnaire (if applicable)

RTP Designation Criteria (existing program)

- More than 50 percent of aggregated rotation months occur at rural participating site(s).
- Rural site(s) are new (do not currently have required rotations for program residents/fellows).
- Rural site(s) faculty members are not supported by a current rural participating site.
- Rural participating site(s) are located in a rural county (outside any urban Core-Based Statistical Area).
- The program includes required rotations at a non-rural participating site.

RTP Designation Data Outputs (existing program)

- Designation process updates: designation declined/approved
- Letter of Notification: ACGME RTP designation
- Publicly available report of ACGME RTP designations

ACGME Rural Track Program Designation at Program Application – (4.21.21)

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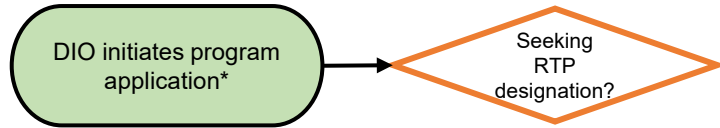
DIO initiates program application*

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*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021

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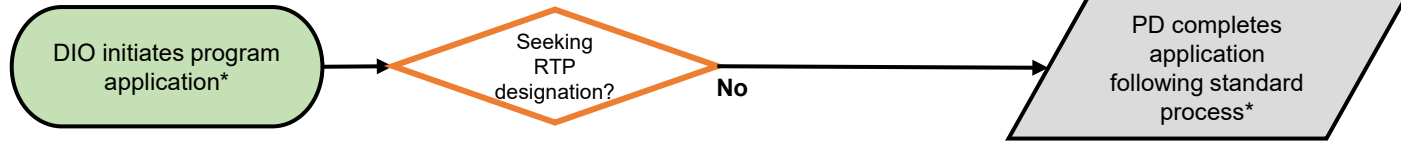


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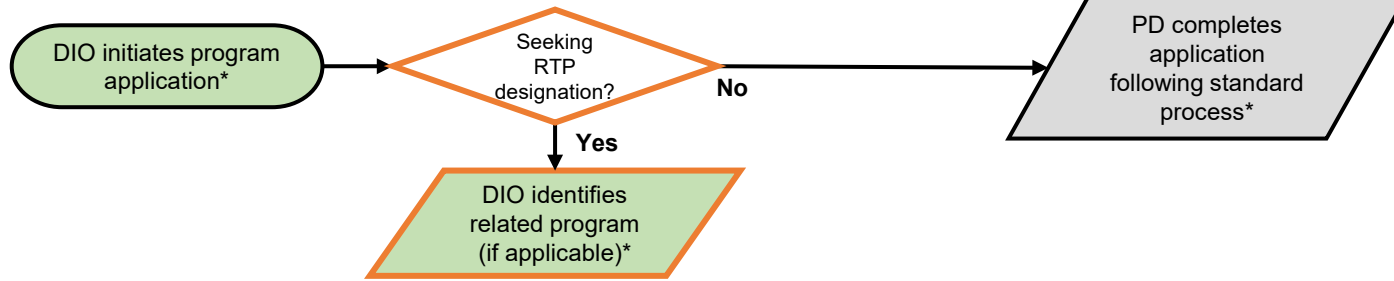


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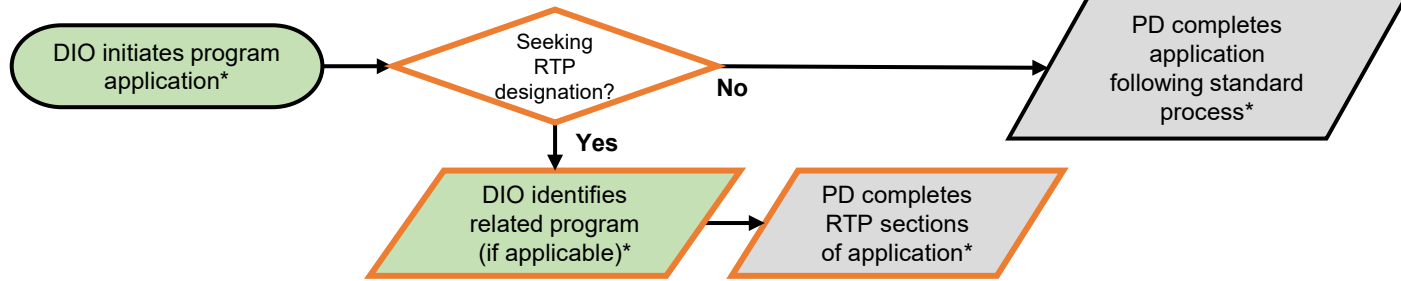


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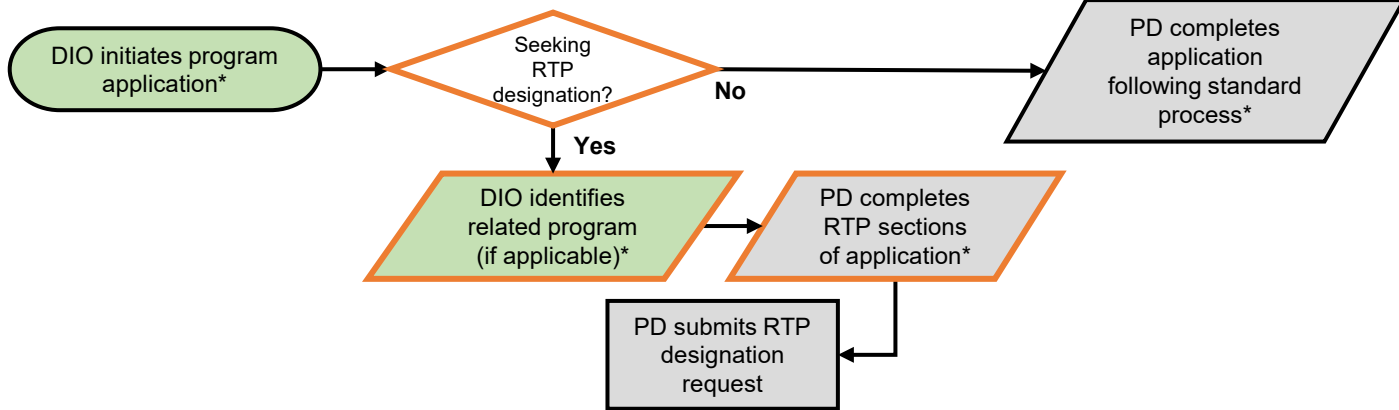


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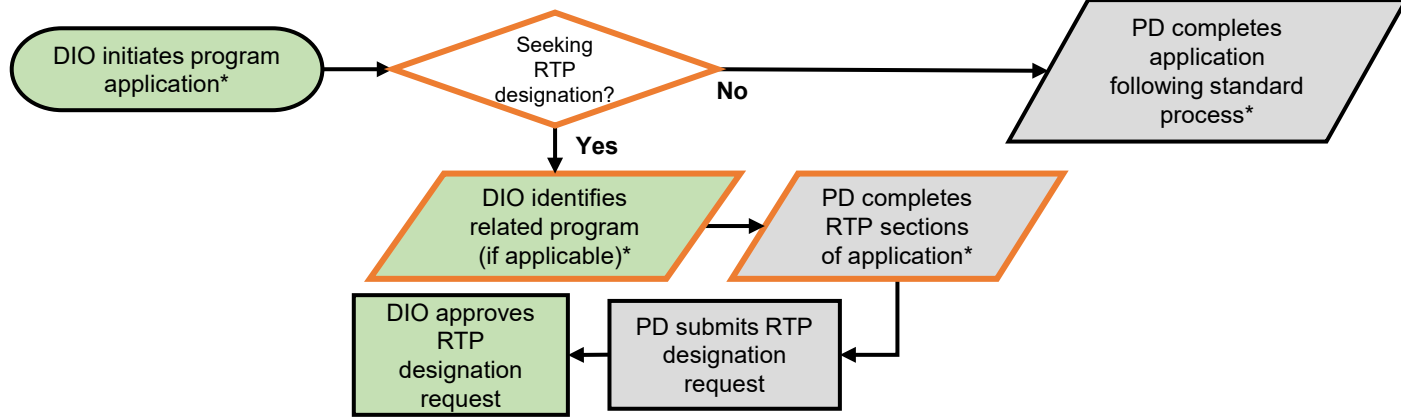


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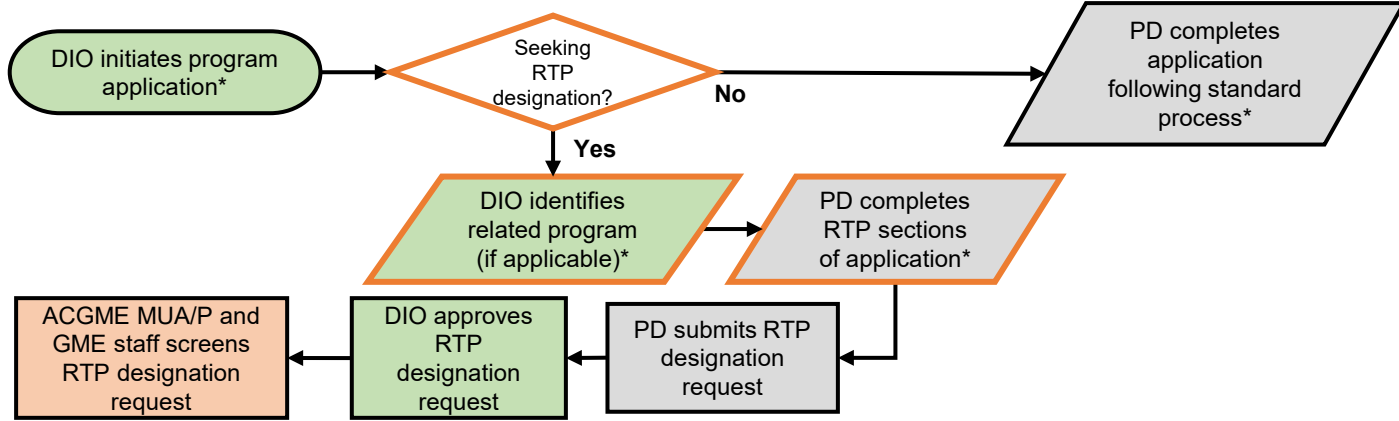


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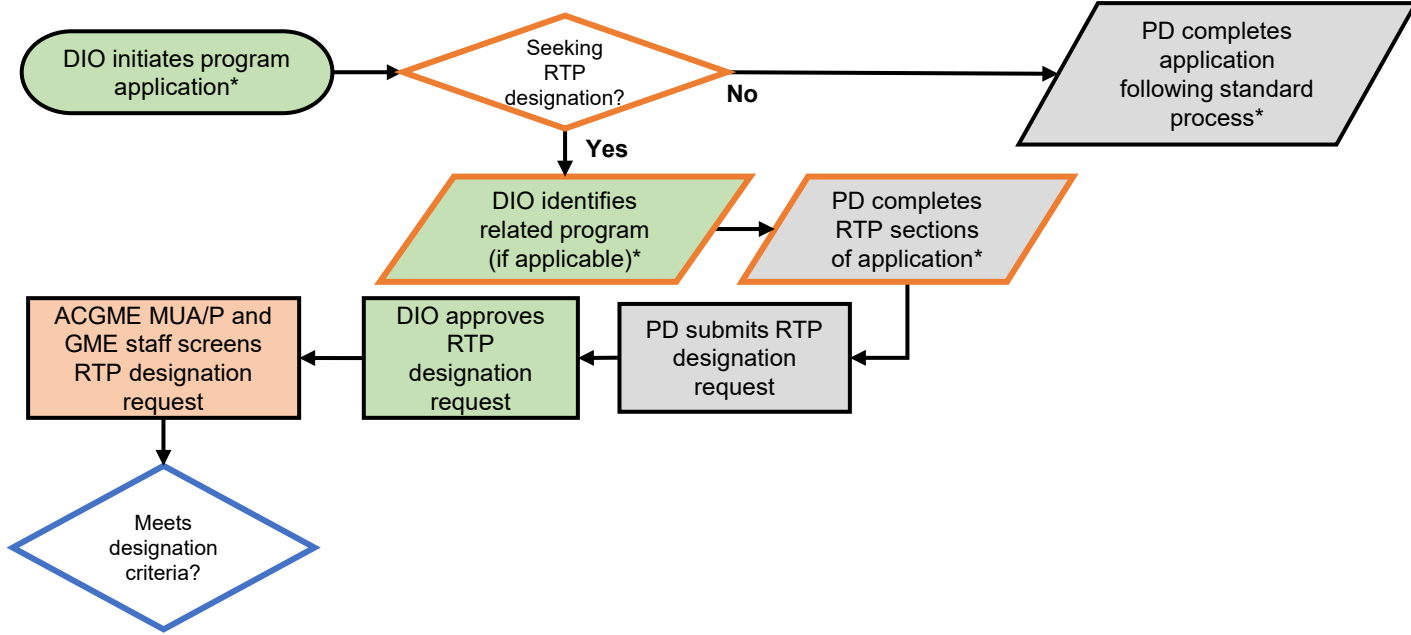


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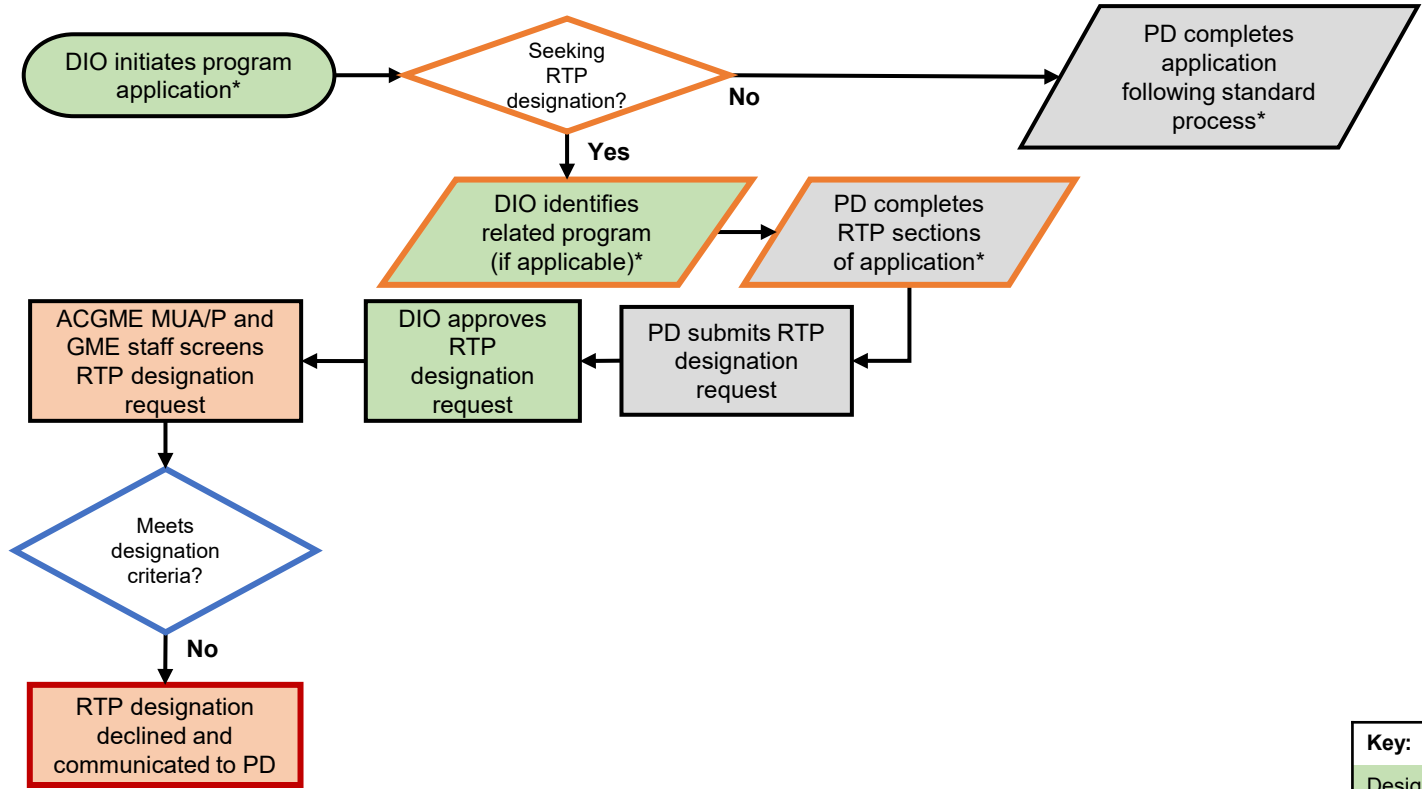
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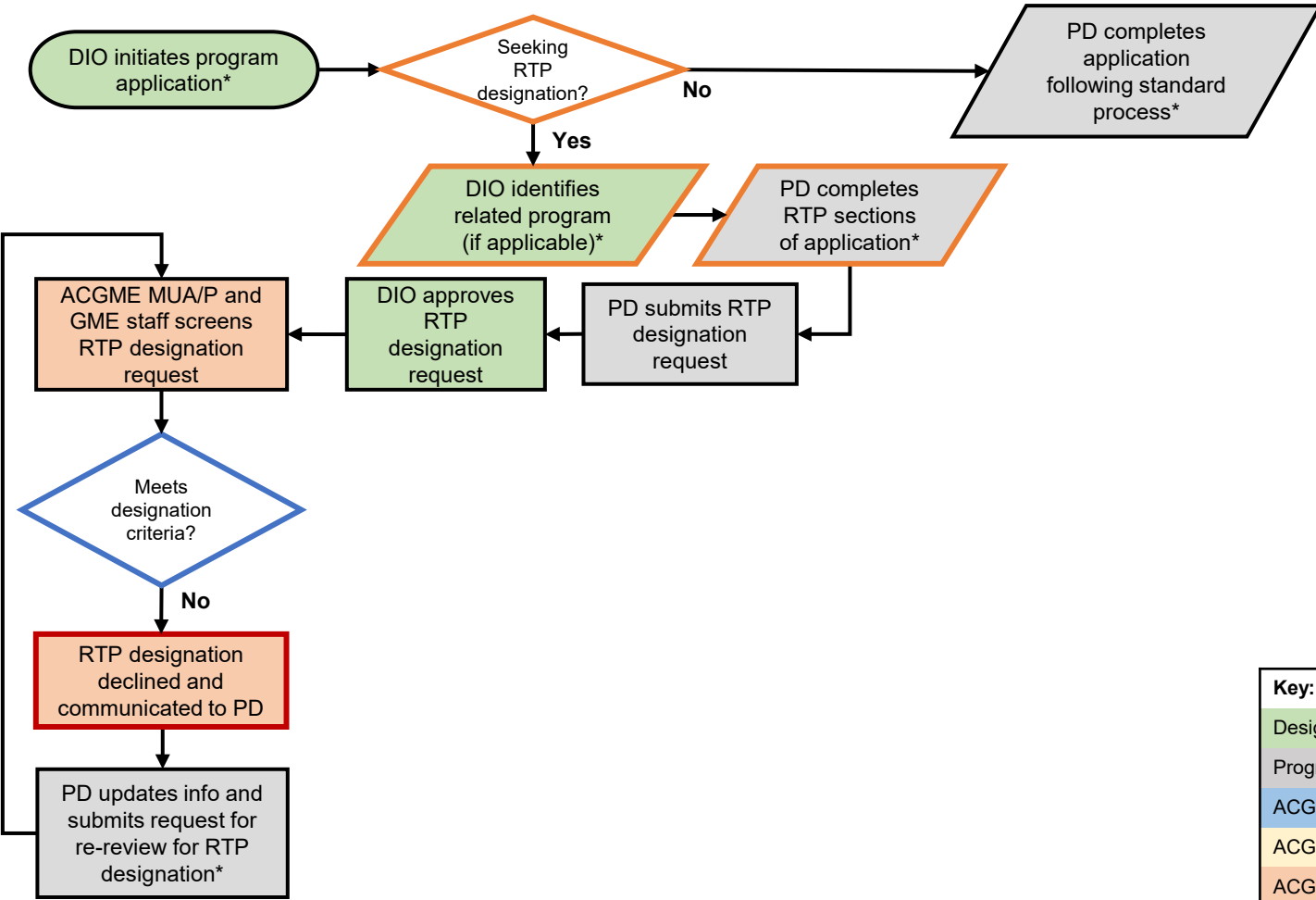
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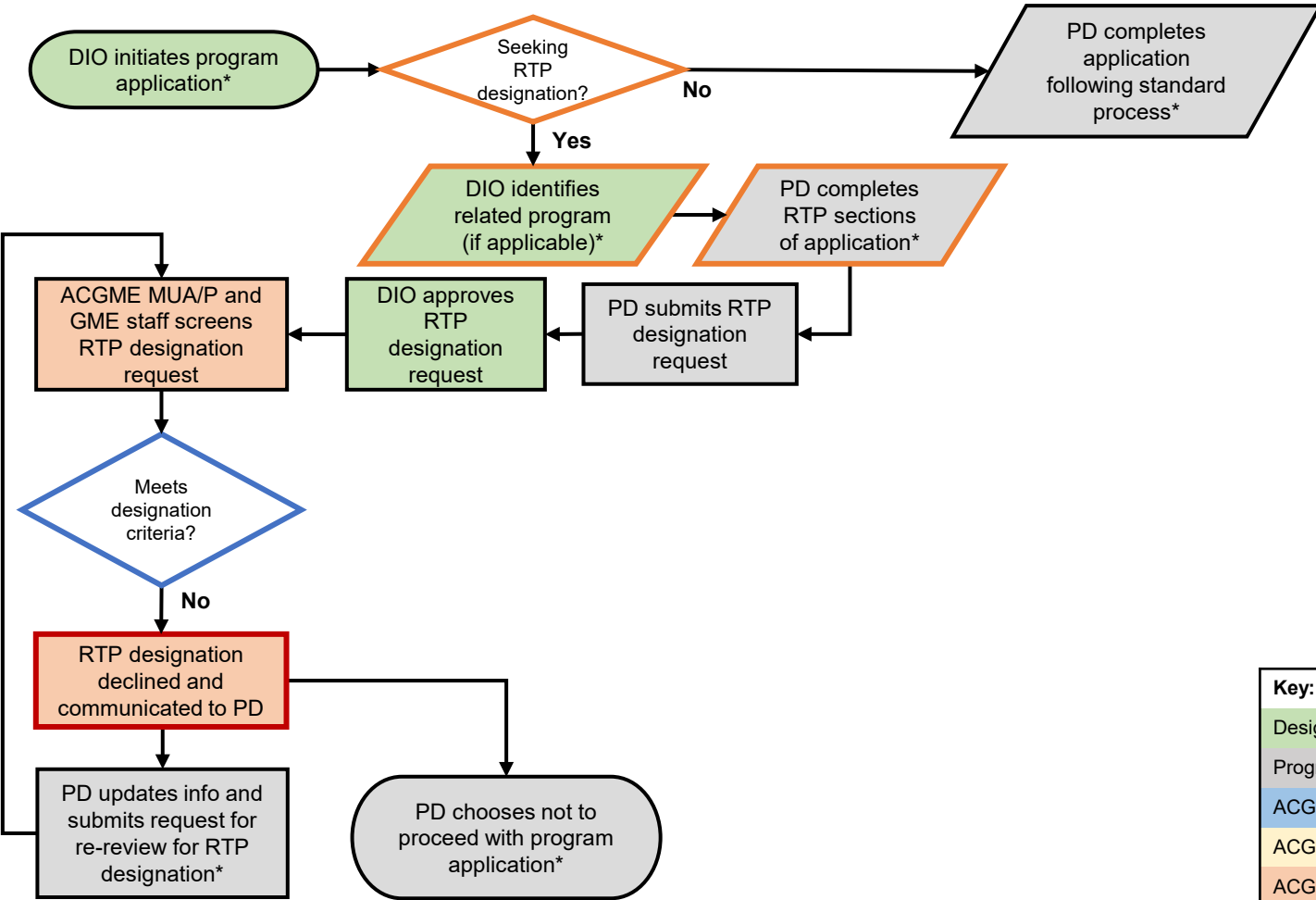
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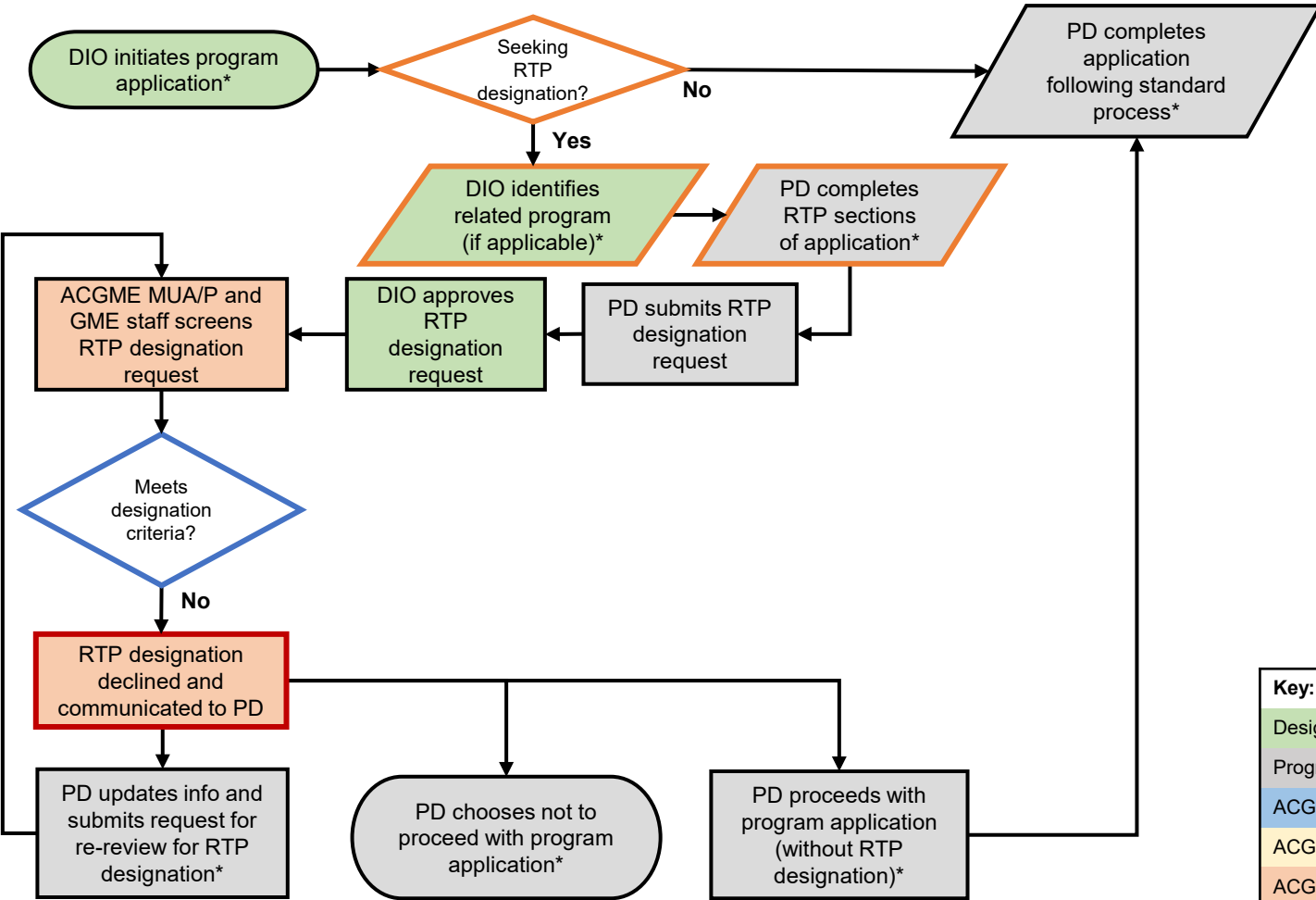
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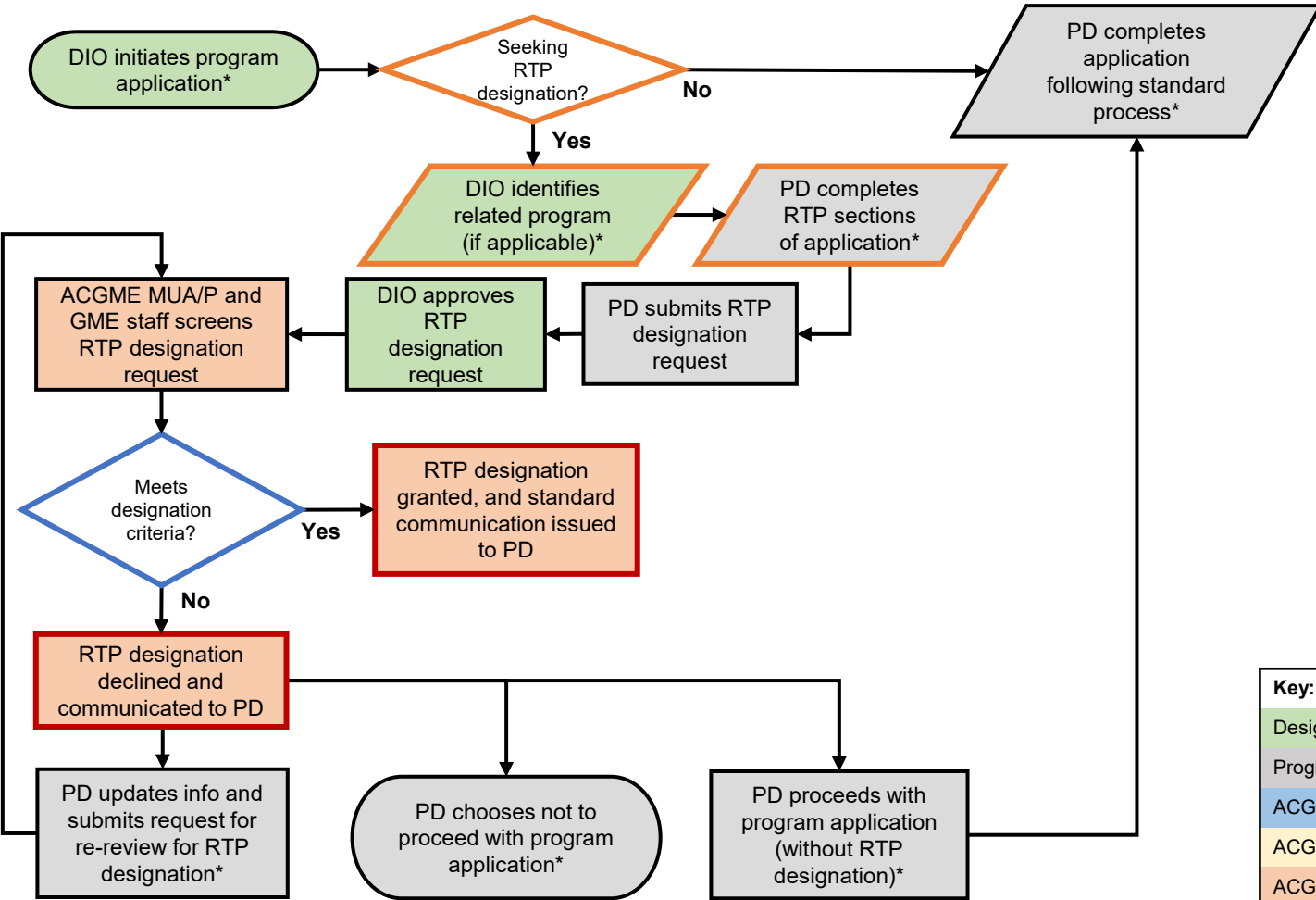
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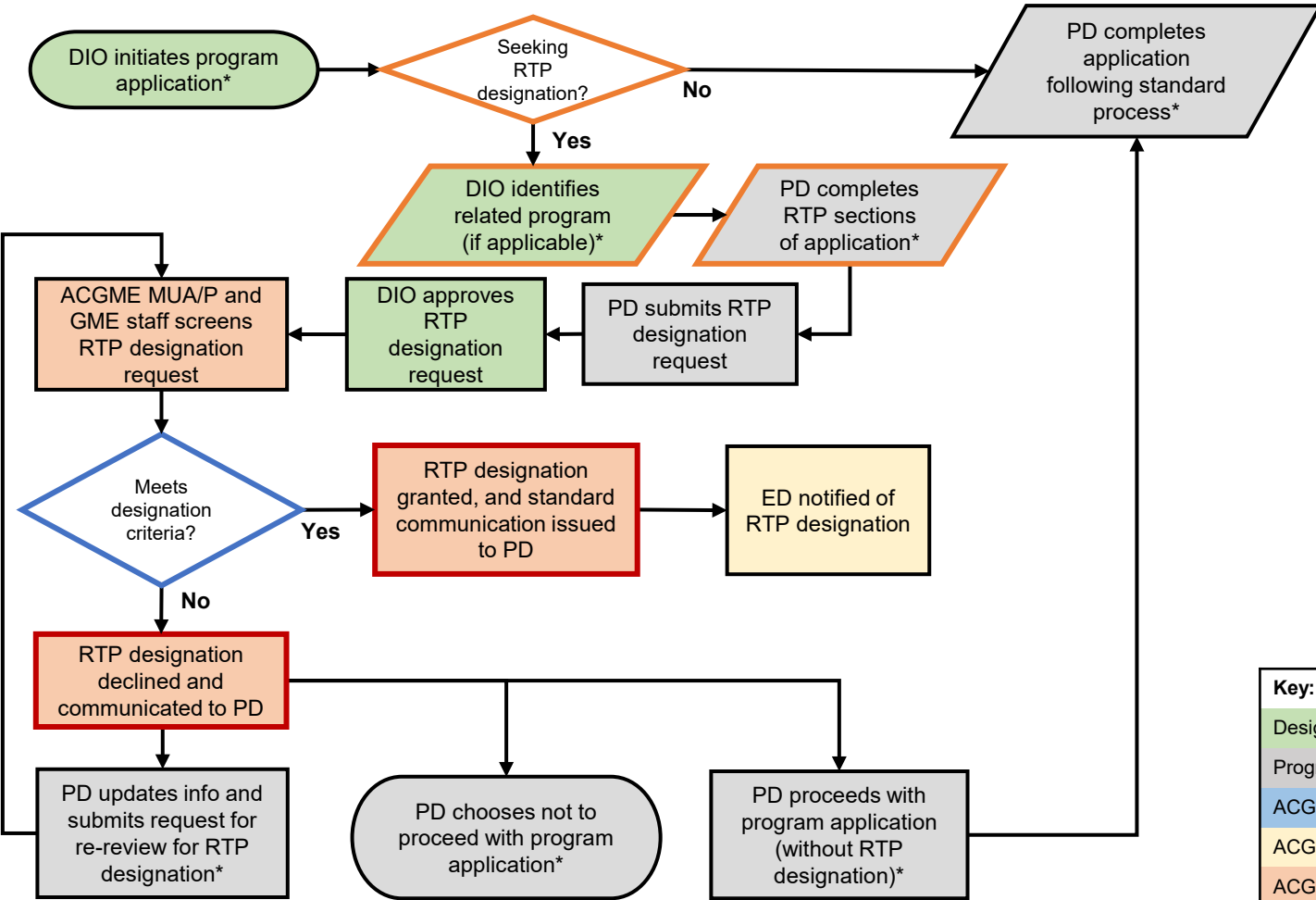
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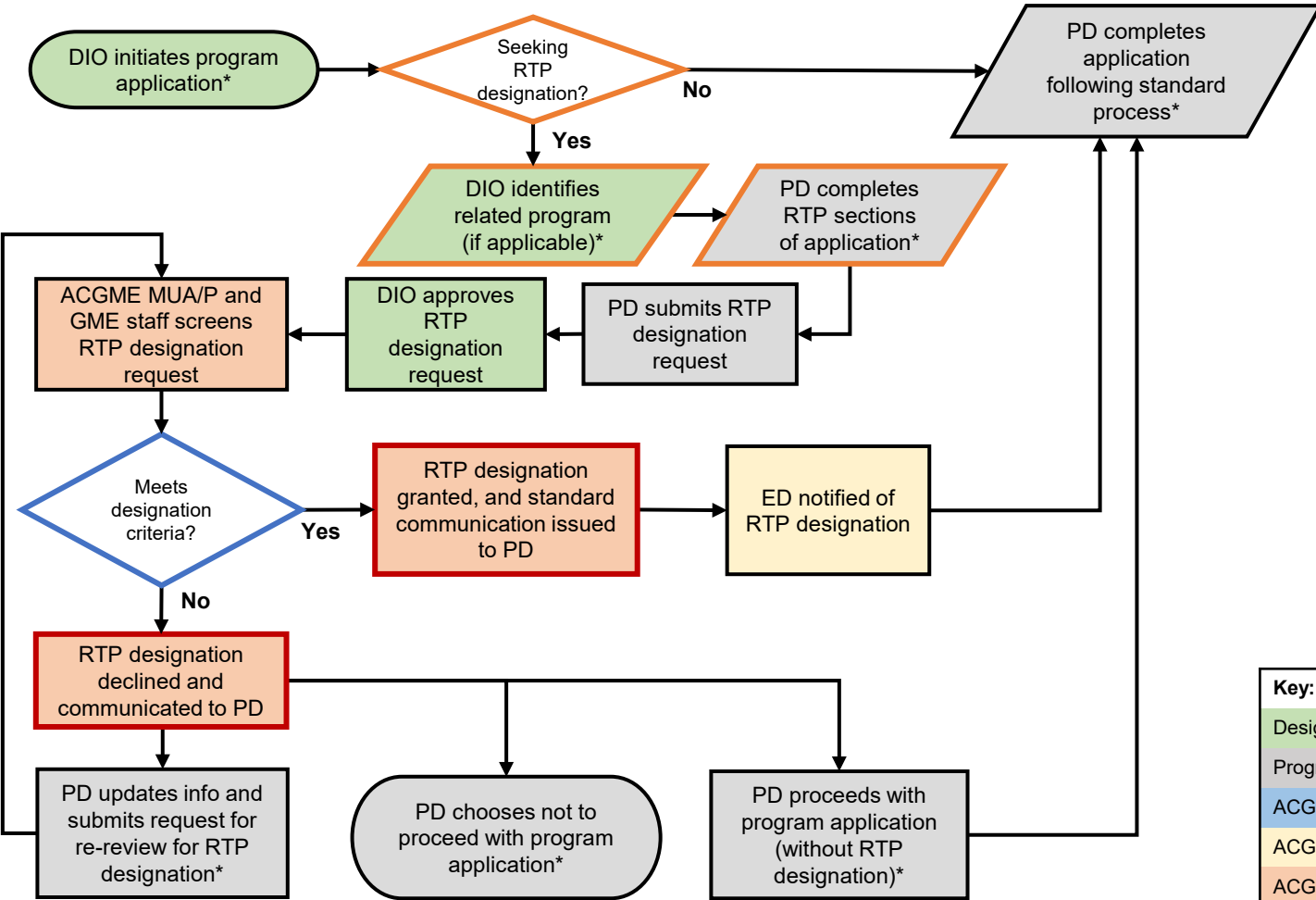
Key:

Designated Institutional Official (DIO)
Program Director (PD)
ACGME Review Committee (RC)
ACGME Executive Director (ED)
ACGME Medically Underserved Areas/Populations and GME staff (MUA/P and GME staff)

*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021

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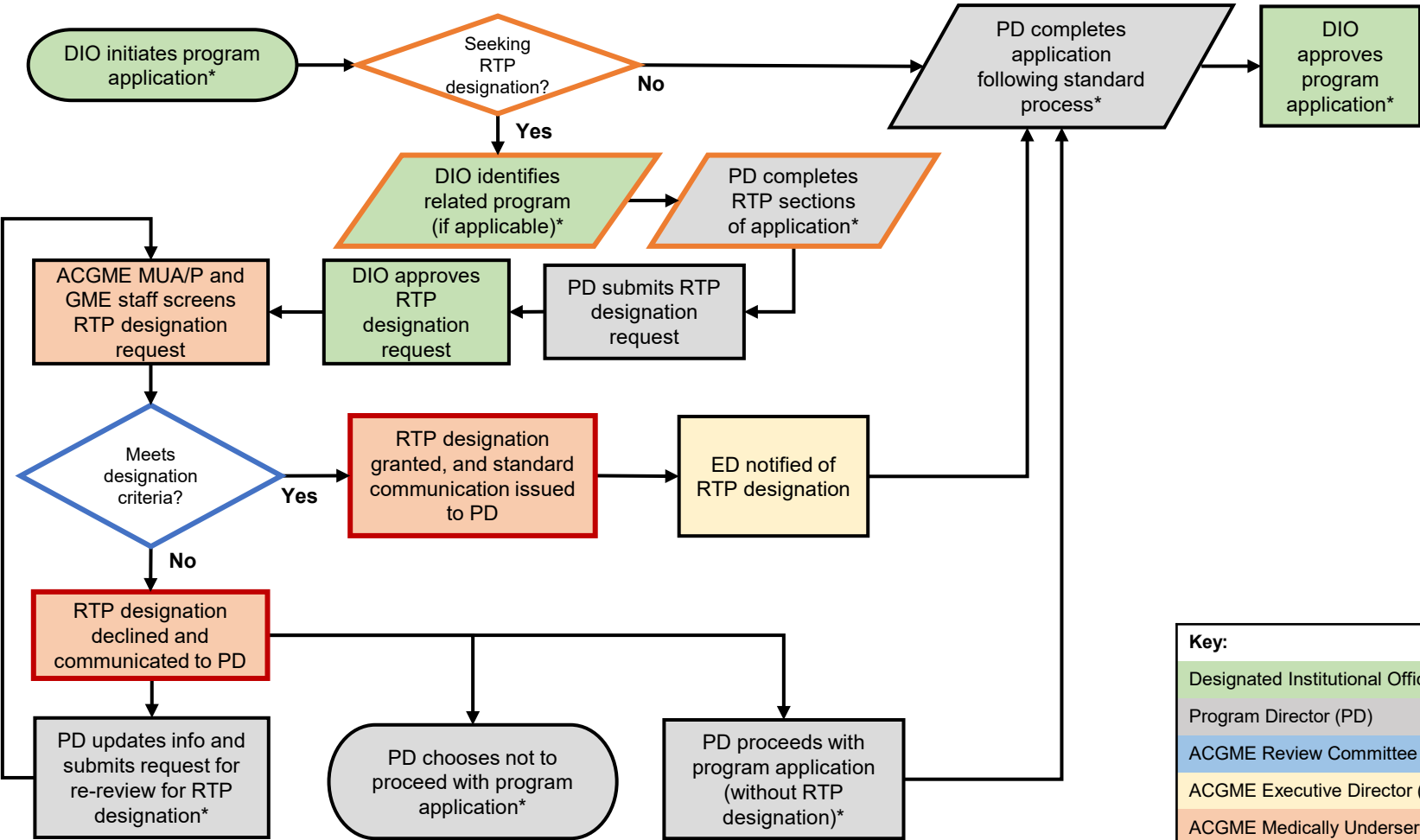
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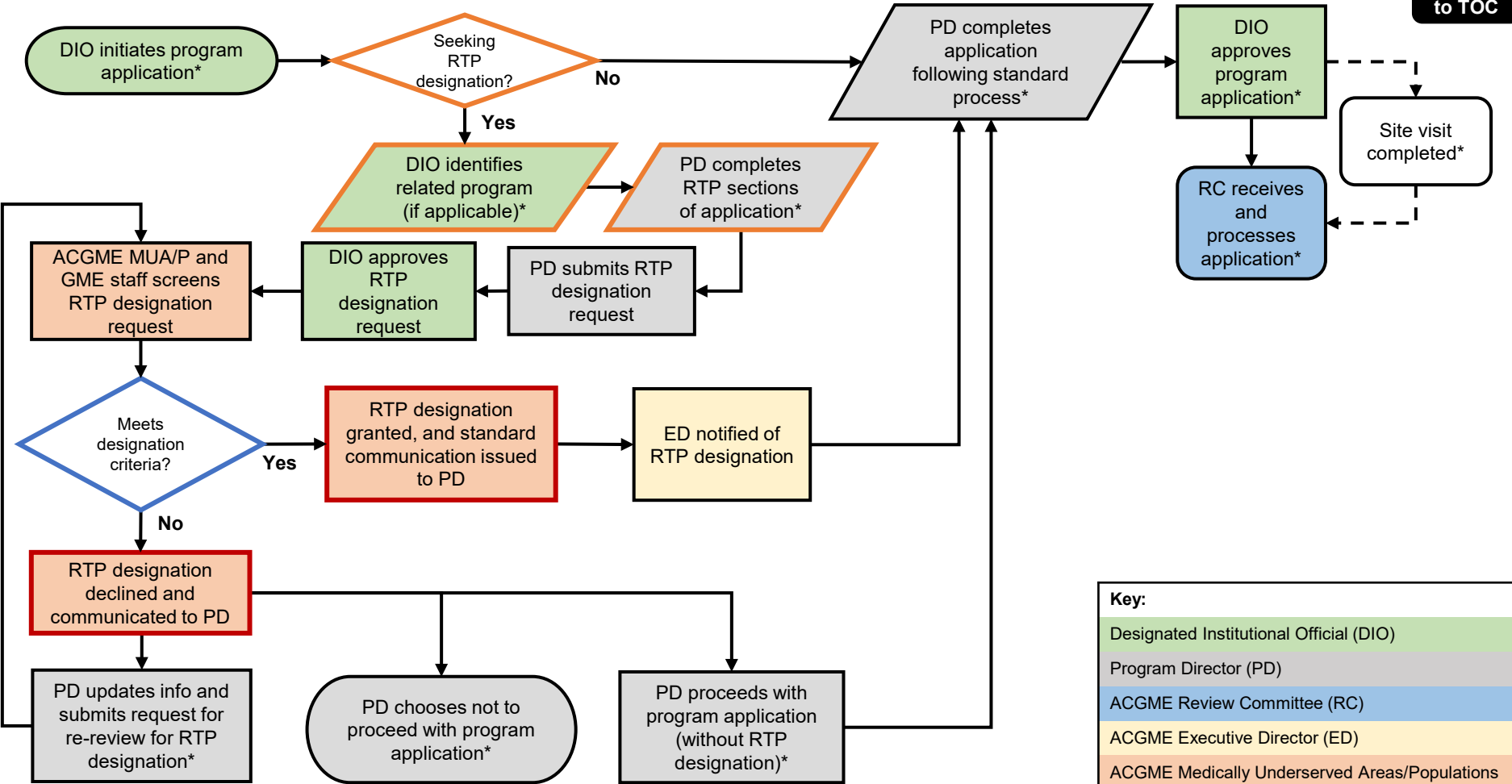
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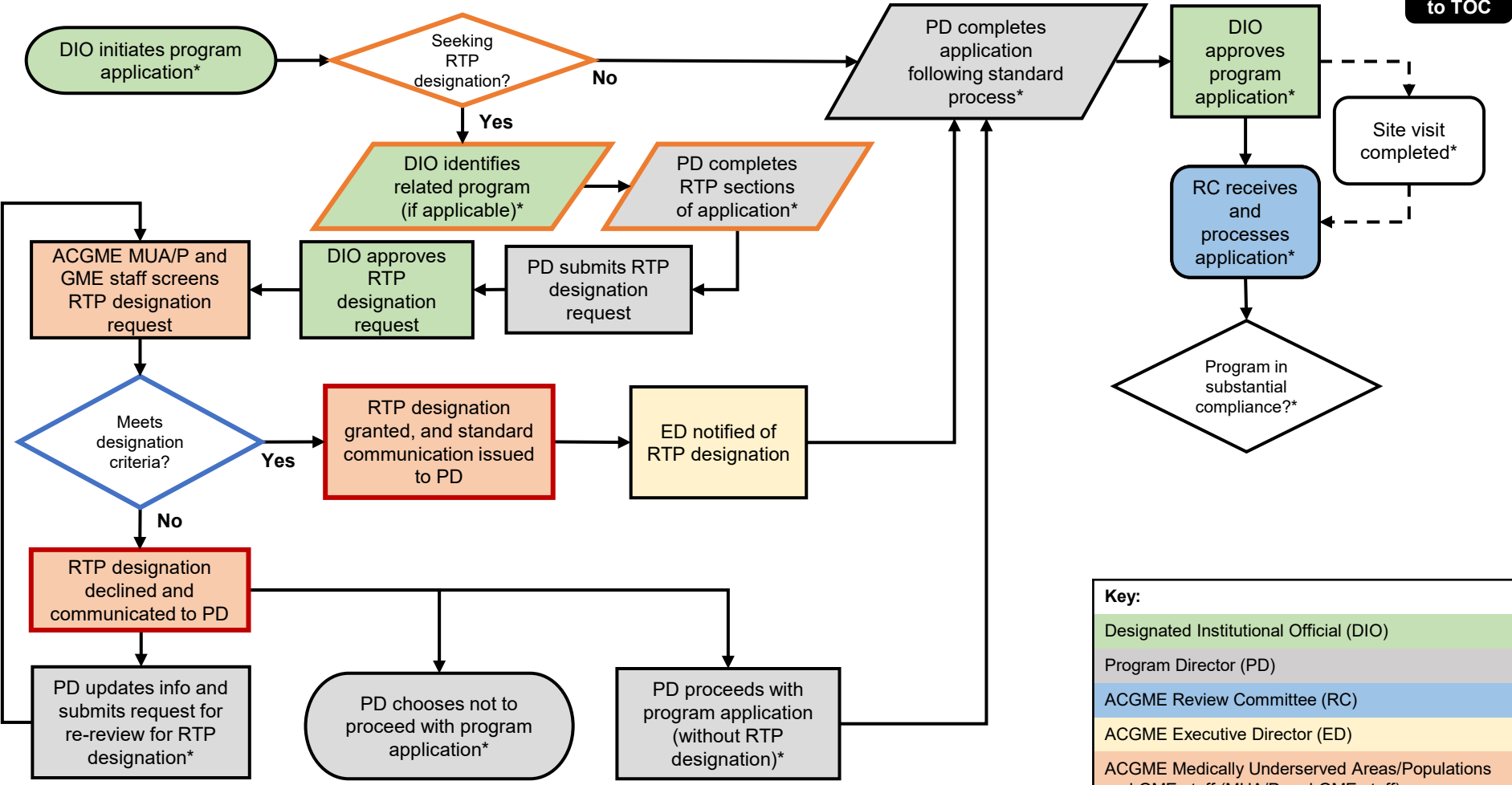
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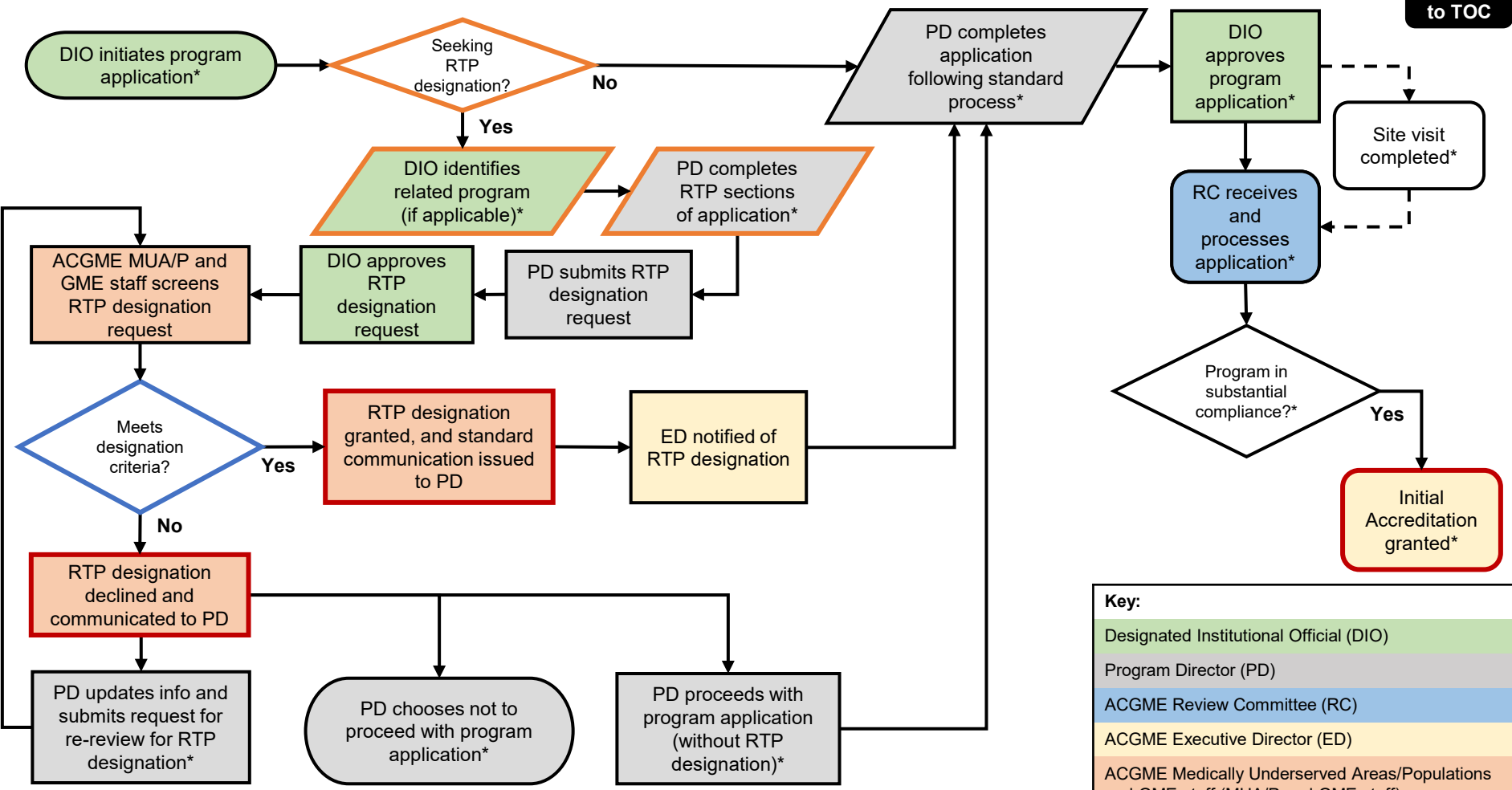
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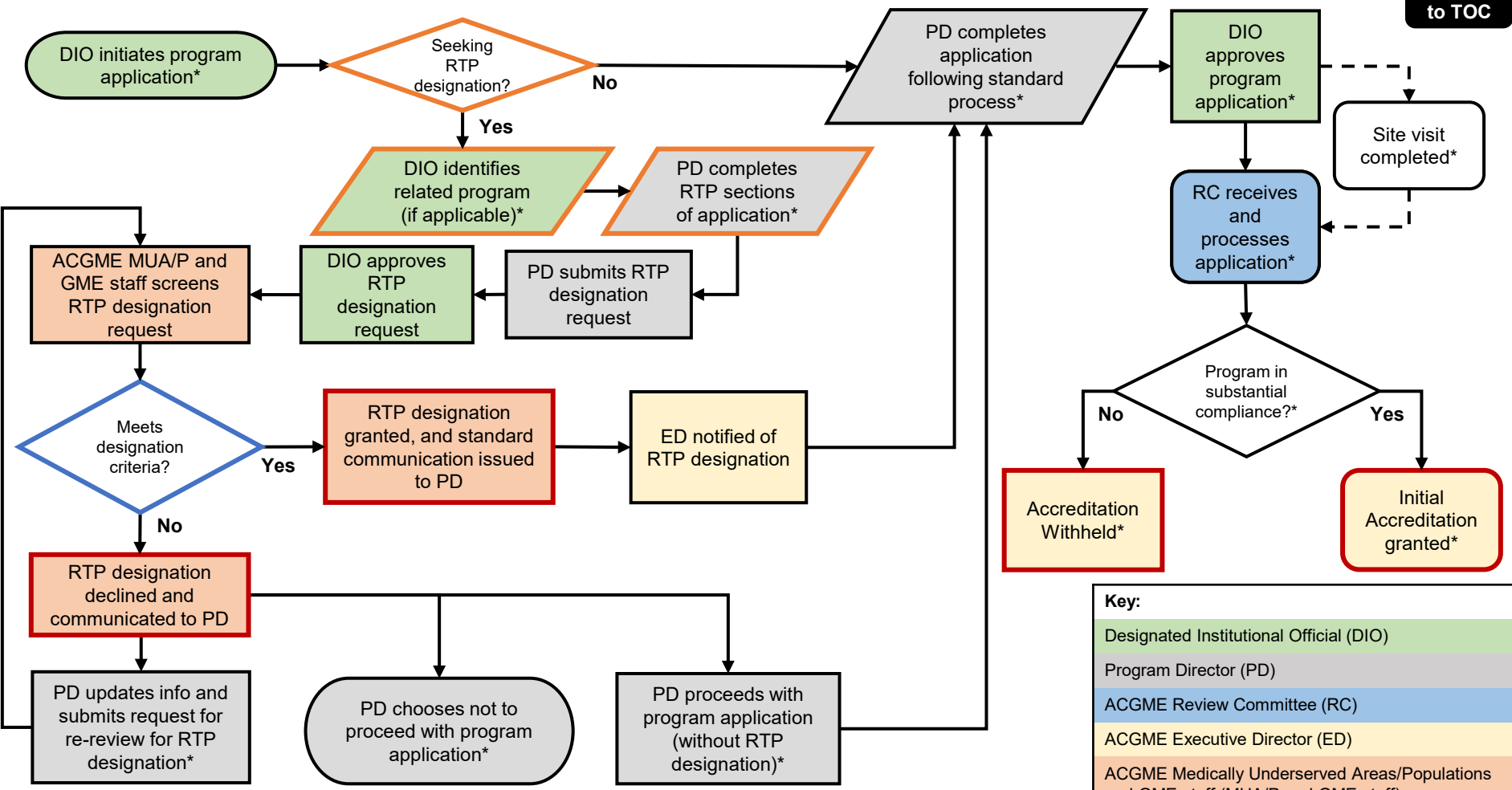
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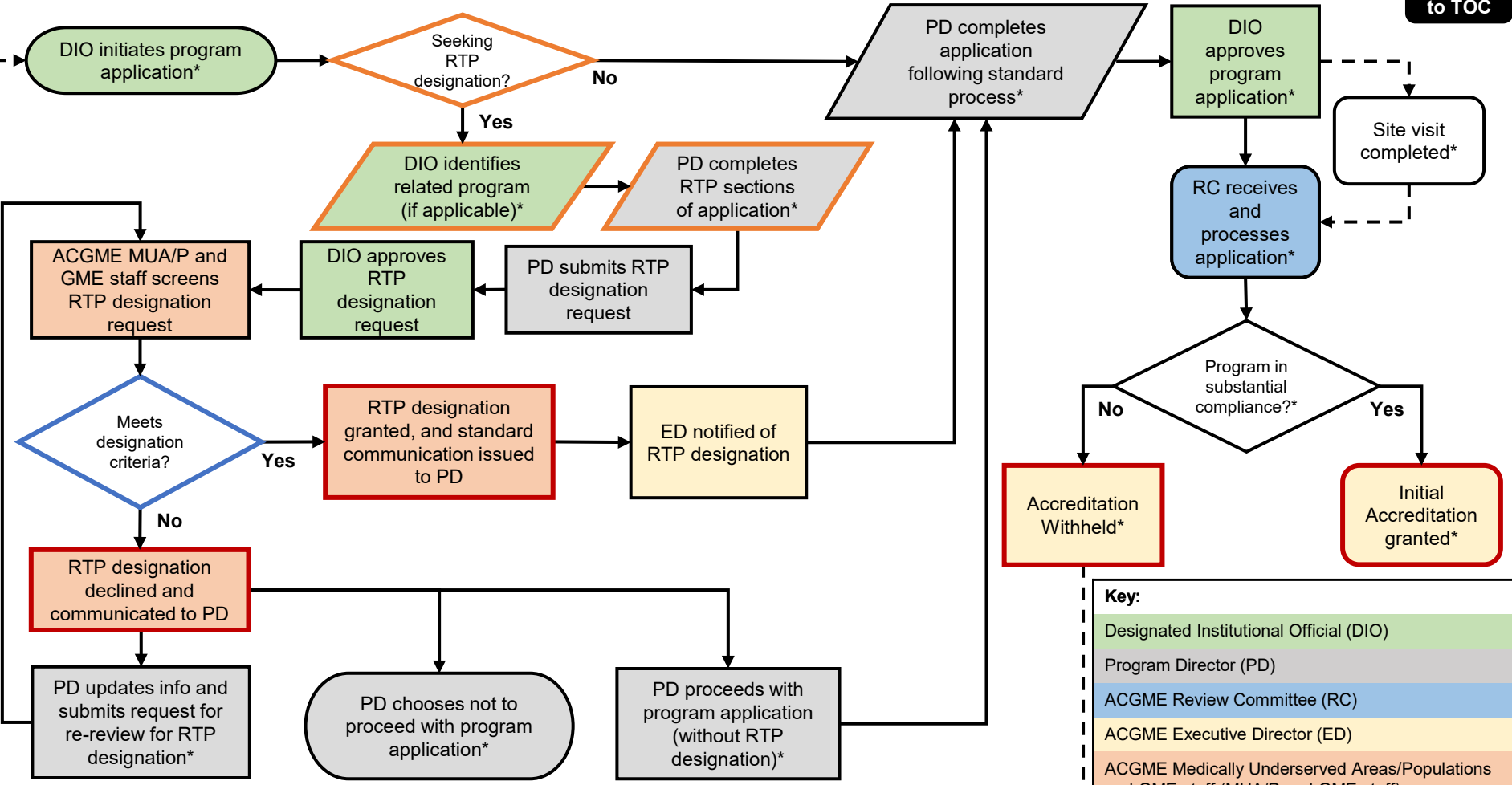
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*Process subject to change with promulgation of the Consolidated Appropriations Act, 2021

RTP Designation Data Inputs (new program)

- Seeking ACGME RTP designation
- Program director information
- ACGME Rural Track Related Program (if applicable)
- Participating sites data: site address (including county), Medicare Provider ID for Prospective Payment System (PPS) hospital providing financial support for GME at each site, months at each site, block diagram, RTP Rotation Information Form (available on [ACGME website](#))

RTP Designation Criteria (new program)

- More than 50 percent of aggregated rotation months occur at rural participating site(s)
- Rural participating site(s) are in a rural county (outside of any CBSA) based on the CBSA crosswalk file on most recent IPPS Final Rule home page
- Includes required rotations at a non-rural participating site

RTP Designation Data Outputs (new program)

- Designation process updates: designation declined/approved
- Letter of Notification: ACGME RTP designation
- Publicly available report of ACGME RTP designations



“Rural” Criterion for ACGME RTP Designation

- Refer to the CBSA Crosswalk File on the most recent [IPPS Final Rule home page](#)
- County considered “rural” if Column E on the Crosswalk sheet is blank (not within an urban CBSA)

- FY 2024 Final Rule and Correction Notice Data Files
- [FY 2024 Final Rule Impact File \(ZIP\)](#)
 - [AOR/BOR File \(ZIP\)](#)
 - [Case Mix Index File \(ZIP\)](#)
 - [FY 2024 Final Rule: HCRIS Data File \(ZIP\)](#)
 - [Cost Center HCRIS Lines Supplemental Data File \(ZIP\)](#)
 - [Standardizing File \(ZIP\)](#)
 - [County to CBSA Crosswalk File and Urban CBSAs and Constituent Counties for Acute Care Hospitals File \(ZIP\)](#)
 - [FY 2024 Final Rule and Correction Notice Wage Index Public Use Files \(ZIP\)](#)
 - [FY 2024 IPPS Final Rule and Correction Notice: Medicare DSH Supplemental Data File \(ZIP\) \(ZIP\)](#)
 - [Hospital Readmissions Reduction Program Supplemental Data File: \(ZIP\)](#)
 - [FY 2025 New Technology Thresholds Final Rule \(ZIP\)](#)
 - [Supplementary Provider-level file with Beneficiary Characteristics \(ZIP\)](#)
 - [Health Professional Shortage Area \(HPSA\) Public IDs and Scores \(ZIP\)](#)
 - [FY 2024 Correction Notice Imputed State Floors \(ZIP\)](#)

A	B	C	D	E
FY 2024 Crosswalk				
County Name	Stat	FIPS Code	FY 2024 CBSA	FY 2024 CBSA Name
AUTAUGA	AL	01001	33860	Montgomery, AL
BALDWIN	AL	01003	19300	Daphne-Fairhope-Foley, AL
BARBOUR	AL	01005		
BIBB	AL	01007	42000	Prichard, AL



Duration Threshold

ACGME RTP Rotation Information Form* and rotation months per year listed in ADS must show:

- ✓ **more than** 50 percent in rural sites
- ✓ some required GME in non-rural sites

*An ACGME RTP Rotation Information Form must be uploaded (separate from and in addition to the program's block diagram) for designation consideration. The template can be found on the [ACGME Rural Track Program designation web page](#).

Total Rural	Total Non-Rural	ACGME RTP Designation Criteria?
49%	51%	X
50%	50%	X
51%	49%	✓
75%	25%	✓
100%	0%	X



New Rural Site Criterion (RTP within existing program)

A participating site is considered new for ACGME RTP designation within an existing program if it is not currently used as a required participating site for the program's residents/fellows and its faculty members are supported by a rural PPS hospital that is not a current participating site. Programs seeking designation will be asked, in the ACGME RTP Rotation Information Form, to confirm this information. A review of the program's participating sites and block diagram will help confirm if the participating site(s) are currently required. Note that CMS may have different considerations for financial eligibility.



Contact

ACGME MUA/P Staff

- Questions about the ACGME RTP designation and the ACGME's efforts to address GME in MUA/P



Check [MUA/P web page](#)

Specialty Review Committee Staff

- Questions pertaining to compliance with specialty-/subspecialty-specific Program Requirements



Check [ACGME specialty web pages](#)

Institutional Review Committee (IRC) Staff

- Questions pertaining to compliance with Institutional Requirements



Check [ACGME IRC web page](#)

ADS Team

- Technical questions with an application or Annual Update



ads@acgme.org
312.755.7474

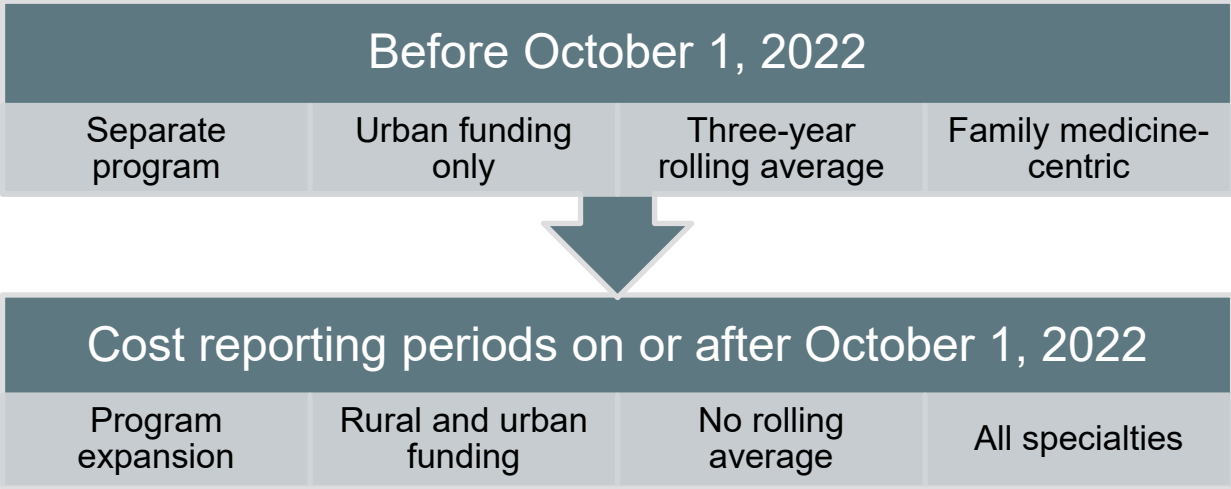


Regulations

- If you have questions about the CMS rural track policy, contact your GME finance staff and/or the PPS hospital's Medicare Administrative Contractor (MAC).
- The most current rural track policy can be found on the [electronic code of federal regulations](#) in 413.79(k).
- A rural track regulation references document is available on the [ACGME Rural Track Program designation web page](#).

Federal Updates

- Section 127 of Consolidated Appropriations Act, 2021
- Changes to rural track policy in [FY 2022 IPPS Final Rule](#)





ADS Program Search – Public Site

Accreditation Council for Graduate Medical Education (ACGME) - Public

Advanced Program Search

Search by Code

or

Accreditation Surgery West Virginia Search By City

Accredited

Code	Specialty	Name	City	Actions
440550002	Surgery	Marshall Community Health Consortium Program	Huntington	View Program View Accreditation History

Rural Track Approved-Application

Programs that have received designation request approval and **achieved Initial Accreditation** are under the **“Rural Track Approved-Application”** status. Programs that have received designation request approval and Review Committee **approval of the permanent complement increase** are under the **“Rural Track Approved-Complement Increase”** status.



Public Report of ACGME-Accredited Programs with RTP Designation

[< Back To Public](#)

Accreditation Council for Graduate Medical Education (ACGME) - Public

Rural Track Program Designation

This report shows programs that have received ACGME designation as a Rural Track Program. This designation is intended to be consistent with the CMS definition of a “rural track” in the Code of Federal Regulations [413.79(k)]. The ACGME Rural Track Program designation is independent of any rural track designation by the Centers for Medicare and Medicaid Services (CMS) and does not guarantee that a program will meet CMS eligibility requirements for GME or other financial support. If you have questions about the CMS rural track policy, contact your GME finance staff and/or the Prospective Payment System (PPS) hospital's Medicare Administrative Contractor (MAC).

Specialty

All Specialties

State

All States

View Report






Instructions for Requesting ACGME Rural Track Program Designation and Other Resources Are Available on the [ACGME Rural Track Program Designation Web Page](#)

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Rural Track Program Designation

[ACGME HOME](#) > [IMPROVEMENT AND INITIATIVES](#) > [MEDICALLY UNDERSERVED AREAS AND POPULATIONS](#) > [RURAL TRACK PROGRAM DESIGNATION](#)

Overview

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ACGME Rural Track Program Designation

Building capacity for GME can be challenging in rural communities, many of which are in medically underserved areas. GME partnerships between participating sites in urban, rural, and other settings play an important role in enhancing physician supply in workforce shortage areas.

In alignment with Section II of the [MUA/P framework](#), the ACGME has developed processes addressing ACGME-accredited programs that seek to create “rural tracks” as defined in rules and regulations of the Centers for Medicare and Medicaid Services (CMS) in [42 CFR §413.79\(k\)](#). An ACGME Rural Track Program (RTP) is an ACGME-accredited program in which all or some residents/fellows gain both urban and rural experience with more than half of the education and training for the applicable resident(s)/fellow(s) taking place in a rural area (any area outside of an urban Core-Based Statistical Area (CBSA)).

Recognizing that improved identification of such programs may help to facilitate the development of GME in rural and underserved areas, the ACGME has developed a common, criterion-based process for designating ACGME-accredited RTPs across specialties.

The following processes are available to obtain ACGME RTP designation:

- Permanent complement increase and identification of new rural site(s) for an existing program
- Application for a new program*

QUICK LINKS

- [Medically Underserved Areas and Populations](#)
- [Advisory Group](#)
- [Rural Track Program Designation](#)
- [ACGME Newsroom and Blog Updates on Medically Underserved Areas](#)
- [ACGME Specialties](#)
- [ACGME Program Application Information](#)
- [ACGME Diversity, Equity, and Inclusion](#)

RELEVANT PRESENTATIONS IN LEARN AT ACGME

- [ACGME Rural Track Program Designation: New program](#)
- [ACGME Rural Track Program Designation: Track within existing program](#)
- [MUA/P: Partnerships to Establish and Sustain Rural GME](#)

RESOURCES

- [ACGME RTP Designation Request Instructions](#)
- [ACGME RTP Designation Toolkit](#)
- [ACGME RTP FAQ Guide](#)
- [ACGME RTP Rotation Information Form](#)
- [MUA/P Framework and ACGME RTP Designation Summary](#)
- [Rural Track Regulation References](#)
- [Selected Rural GME Publications and Resources](#)