

Adult Cardiothoracic Anesthesiology (ACTA) Fellowship Program Directors Agreement

In order to provide more consistency and predictability to the ACTA fellowship application process, we agree to the following procedures for the 2011 application period for applicants starting their ACTA fellowship in 2012:

1. All offers to external candidates for fellowship positions will be made between 09:00 EDT and 20:00 EDT, Wednesday, June 1, 2011. Programs will not make more offers than they can accommodate.
2. Offers will be made by email with PDFs of formal offer letters attached.
3. Applicants will have until 15:00 EDT, Wednesday, June 8, 2011, to respond to an offer, at which time the offering program may make an offer to another applicant for each unaccepted position.
4. As soon as an offer is declined by an applicant, the program may make an offer to another applicant. Such an offer will stand until it is accepted or declined, or until 15:00 EDT, Wednesday, June 8, 2011, whichever comes first, at which time the program may make an offer to another applicant.
5. Applicants will be given no less than 24 hours to accept or decline offers made after 15:00 EDT, Tuesday, June 7, 2011.
6. Applicants will be instructed to inform all programs making them an offer as soon as possible by email or telephone when they have accepted another offer, so that the program may make an offer to another applicant.
7. Programs will provide all applicants they interview a written explanation of these procedures at the time of the interview. (To be developed)

The following applicants are exceptions to the above procedures and may be made offers at any time and may be required to respond to an offer at the program director's discretion:

1. Internal candidates, i.e. applicants who are currently in the anesthesiology residency program at the same institution as the ACTA fellowship.
2. Applicants who are in active military service at the time of application.
3. Applicants who are making a commitment to come to the institution of the ACTA fellowship for more than one year.
4. Applicants who are enrolled in an anesthesiology residency outside of the USA at the time of application.
5. Applicants who reside outside the USA at the time of application or who are not eligible for ABA certification due non US training.

6. Applicants whose spouse or partner is applying for a post graduate training program in a medical specialty in the same region as the ACTA fellowship.

This agreement is made among ACTA program directors in a spirit of cooperation as an attempt to lessen the uncertainty and confusion the applicants and programs have experienced in the past and is a not intended to be a legally binding contract.