



REPORT – MINUTES OF THE COUNCIL ON PODIATRIC MEDICAL EDUCATION OCTOBER 2024 MEETING

The Council on Podiatric Medical Education (CPME or Council) held its fall meeting on October 18-19, 2024. The recommendations emanating from Council committees, which completed their deliberations at meetings and conference calls held from September–October, constitute the majority of each CPME agenda and include the review of annual reports and progress reports from the colleges of podiatric medicine. The Continuing Education Committee and the Residency Review Committee held their meetings in September and the Accreditation Committee, Budget Planning and Executive Committees met in October.

Future meeting dates of the CPME include:

The 2025 meetings will take place May 3 and October 17-18

The 2026 meetings will take place April 25 and October 16-17

The 2027 meetings will take place April 17 and October 29-30

The 2028 meetings will take place April 29 and October 27-28

Council Elections and Appointments

Of the well-qualified candidates considered by the CPME for the at-large and the postsecondary educator positions, Dr. Sean Grambart was elected for a three-year term as an at-large and educator member of the Council. Dr. Robert Joseph was elected to serve a second three-year term as an at-large and academic/practitioner member of the Council, Dr. Alyssa Stephenson was elected to serve a third three-year term as an at-large and practitioner member of the Council, and Dr. Susan Stapleton was elected to serve a third three-year term as the postsecondary educator on the Council.

Sean Grambart, DPM is the Assistant Dean of Clinical Affairs and the Research Director at the Des Moines University College of Podiatric Medicine and Surgery in West Des Moines, Iowa. Dr. Grambart was appointed to the Accreditation Committee at the Council's October 2024 meeting.

Robert Joseph, DPM, PhD is the Program Director, Podiatric Medicine and Surgery Residency with Reconstructive Rearfoot/Ankle Surgery (PMSR/RRA) program at the North Florida South Georgia VA Healthcare System in Gainesville, Florida. Dr. Joseph previously served as a member of the Accreditation Committee and was appointed at the Council's October 2024 meeting to serve on the Residency Review Committee. In addition, Dr. Joseph serves as a college and residency evaluator.

Alyssa Stephenson, DPM is a podiatrist at the Carl T. Hayden Veterans Affairs Medical Center in Phoenix, Arizona. Dr. Stephenson serves as a college and residency site visit evaluator and as chair of the Continuing Education Committee and the Specialty Board Recognition Committee. Dr. Stephenson also serves as the vice-chair of the Council.

Susan Stapleton, PhD is a research professor in the Department of Chemistry at Western Michigan University in Kalamazoo, Michigan. Dr. Stapleton currently serves as a member of the Accreditation Committee and as a college evaluator.

Open CPME Positions 2025

The Council determined that the following positions will be open for election at the Council's October 2025 meeting: five at-large positions and two public positions. More details will follow in the spring of 2025 when the application period opens.

GENERAL UPDATES

Fee Schedule Updates

The CPME approved a change to the residency and fellowship program fee schedule to apply a \$500 fee if a program must submit a second progress report, after the initial team report response, to come into compliance with the standards and requirements. The program may be placed on probation following the review of the second progress report and the \$500 fee will continue to be applied for each progress report submitted until all issues have been fully corrected and full approval is granted (i.e., approval with no report), or the program's approval status is withdrawn. This fee will be applied beginning with the CPME action letters sent out following the spring 2025 RRC and CPME meetings.

Concerning continuing education providers, a \$500 progress report fee will be applied if a provider must submit a third progress report to come into compliance with the standards and requirements. The \$500 fee will continue to be applied for each progress report submitted until all issues have been fully corrected and full approval is granted (i.e., approval with no report), or the provider's approval status is withdrawn. For continuing education on-site visits or reverse on-sites, a fee of \$4,000 will be applied. Providers will be billed for any additional costs over \$4,000 following the on-site visit or the reverse on-site. Fees will be applied beginning with the CPME action letters sent out following the spring 2025 CEC and CPME meetings.

The Council reserves the right to waive the residency or fellowship program or continuing education provider progress report fees in extenuating circumstances.

The CPME determined that institutions requesting appeals of adverse actions will be billed \$10,000 prior to the appeal. Institutions are billed for any additional costs over \$10,000 following the appeal.

Release of the CPME Conflicts of Interest List

The CPME was asked to review our conflict of interest policy and to consider releasing the conflicts of interest of Council members to the public. The Council discussed this topic at its spring 2024 meeting and determined that a survey of other accreditors was in order. Sixty accreditors were surveyed during summer 2024 and with a 60% response rate, the survey results and comments were reviewed by the Council at their October 2024 meeting. The survey results showed that no other accreditor releases the conflicts of interest of its Council or committee members to the public as all accreditors must have and follow stringent rules concerning conflicts of interest and how those conflicts are handled. Due to rigorous internal controls concerning Council and committee member conflicts of interest, leading up to a meeting, during a meeting, and following a meeting, the Council determined that the conflicts of interest list will not be made public.

[ACCREDITATION ACTIONS October 2024](#)

For greater detail concerning the October 2024 accreditation actions, click on the “Accreditation Actions” link under each college’s listings on the CPME website. CPME took the following accreditation actions at its October 2024 meeting:

- **Arizona College of Podiatric Medicine at Midwestern University** – At its October 2024 meeting, the CPME voted to change the accreditation status of the Arizona College of Podiatric Medicine at Midwestern University from accreditation with monitoring to **accreditation** as the college is in compliance with all accreditation standards and requirements.
- **Barry University School of Podiatric Medicine** – At its October 2024 meeting, the CPME elected, based on an on-site evaluation, to change the accreditation status of the Barry University School of Podiatric Medicine to **accreditation with monitoring** and extend accreditation through October 2029. The college is in noncompliance with Standard 1B Strategic Planning; Standard 1D Ongoing Evaluation Process; Standards 2B Relationship with Parent Institution, 3B Chief Academic Officer, and 6F Organization; and Standard 5B Faculty Size.
- **Des Moines University College of Podiatric Medicine and Surgery** – At its October 2024 meeting, the CPME elected, based on a focused evaluation site visit, to **approve the substantive change in location** request from the Des Moines University College of Podiatric Medicine and Surgery.

Future Meetings of the Accreditation Committee

The 2025 meetings will take place May 1-2 and October 15-16

The 2026 meeting will take place April 23-24 and October 14-15

The 2027 meetings will take place April 15-16 and October 27-28

The 2028 meetings will take place April 27-28 and October 25-26

Scheduled 2025 On-Site Visits

- A focused on-site evaluation to the University of Texas Rio Grande Valley School of Podiatric Medicine to assess progress and compliance with the CPME accreditation standards is scheduled for January 6-7, 2025.

Public Notice: Call for Third-Party Comments

In accordance with the Council on Podiatric Medical Education’s (CPME or Council) procedures, interested individuals or institutions are invited to submit third-party comments with respect to the compliance of the school(s) listed below with the standards and requirements of the Council. Comments must relate specifically to the Council’s requirements as published in CPME 120, Standards and Requirements for Accrediting Colleges of Podiatric Medicine, which may be obtained on [CPME.org/cpme120](https://www.cpme.org/cpme120).

- The **University of Texas Rio Grande Valley (UTRGV) School of Podiatric Medicine is scheduled for a focused site visit** to determine preaccreditation January 6-7, 2025. Third-party comments concerning the UTRGV School of Podiatric Medicine are due by December 1, 2024.

Signed comments received by the Council will be shared with the institution and members of the evaluation team prior to the visit. The institution is notified of third-party comments so it may have the opportunity to respond. The Council will exercise its best efforts to keep confidential the identity of an individual or entity who submits a comment, unless the person or entity has specified in writing that it is permissible to reveal their identity. If confidentiality is appropriate, all correspondence with the institution will maintain this confidentiality. During its review of the college, the evaluation team considers third-party comments, if any, that relate to the accreditation standards.

Please submit third-party comments to:
Heather Stagliano, Executive Director
Council on Podiatric Medical Education
hstagliano@cpme.org

CONTINUING EDUCATION COMMITTEE APPROVAL ACTIONS OCTOBER 2024

Approval with Report of a New Provider

Biomechanical Institute

Approval as a Provider

*American College of Podiatric Medicine
CME Dynamics
Greater Texas Education Foundation
New York College of Podiatric Medicine
Temple University School of Podiatric Medicine
Texas Podiatric Medical Association*

Approval with report as a Provider

*Alabama Podiatric Medical Association
American Association of Colleges of Podiatric Medicine
American College of Foot & Ankle Surgeons
American Board of Podiatric Medicine
American Podiatric Medical Association
Barry University School of Podiatric Medicine
California Podiatric Medical Association
Cine-Med
Foot and Ankle Surgery Academy, LLC
Massachusetts Foot & Ankle Society
Midwest Podiatry Conference
Missouri Podiatric Medical Association
New Jersey Podiatric Medical Society
Ohio Foot and Ankle Medical Foundation
The University of Texas Health San Antonio, Joe R. & Teresa Lozano Long School of Medicine
West Penn Hospital
Western University of Health Sciences College of Podiatric Medicine*

Probationary Approval (Candidate for withdrawal, effective May 2025)

American Society of Podiatric Surgeons

Review of Committee Members and Terms

The Committee reviewed the current continuing education members and terms and welcomed Ms. Lara Beer-Caulfield (new ASPE representative) and Ms. Kerry Simm (new provider representative) to the Committee. The Committee thanked Ms. Ridolfo and Dr. Mason for their service.

Future Meetings of the Continuing Education Committee

The 2025 meetings will take place March 21-22 and September 12-13

The 2026 meeting will take place March 6-7 and September 18-19

The 2027 meetings will take place March 12-13 and September 17-18

Petition Schedule

The Committee reviewed the petition schedule and determined no revisions were necessary at this time.

RESIDENCY REVIEW COMMITTEE APPROVAL ACTIONS OCTOBER 2024

Approval as PMSR/RRA

Ascension Macomb Oakland

Catholic Health System - Sisters of Charity Hospital

HCA Florida JFK Hospital

Jamaica Hospital Medical Center

Kaiser Permanente Medical Center - Vallejo

Katherine Shaw Bethea Hospital

Loyola University Medical Center

North Colorado Medical Center

Our Lady of Lourdes Memorial Hospital, Inc

Phoenixville Hospital

Roxborough Memorial Hospital

Scripps Mercy Hospital San Diego

SUNY Downstate Medical Center

Tucson Medical Center and Midwestern University

University of Louisville Hospital

UPMC Medical Education Harrisburg

Virginia Mason Franciscan Health

West Penn Hospital

Approval as a Fellowship

Barry University School of Podiatric Medicine

University Hospitals Community Consortium

University of Louisville

Approval with Report as a PMSR/RRA

Atlanta VA Health Care Center

Aultman Alliance Community Hospital

Bellevue Hospital

Brookdale Hospital Medical Center

Bryn Mawr Hospital

*Central Alabama DVA
Charlie Norwood VAMC
Chino Valley Medical Center
Christiana Care Health Services
Detroit Medical Center
Hackensack Meridian Health Palisades Medical Center
HealthAlliance Hospital
HealthPartners Institute/Regions Hospital
Heritage Valley Beaver
Jefferson Health Northeast - Progress Report
Lenox Hill Hospital at Northwell Health
Norton Audubon Hospital
OSF HealthCare Saint Anthony Medical Center
Saint Joseph's Medical Center
Saint Vincent Hospital
Salem Veterans Affairs Medical Center
Sanford Medical Center - Fargo
St. Francis Hospital
The Jewish Hospital - Mercy Health
Trinitas Regional Medical Center
University Hospital Community Consortium
VA New York Harbor Health Care System
Veterans Affairs Puget Sound Health Care System*

Approval with Report as a Fellowship

Ascension Saint Joseph - Chicago Fellowship

Probation as PMSR/RRA (Candidate for withdrawal, effective July 1, 2025)

*Department of Veterans Affairs Medical Center – Lebanon
Inspira Medical Center Vineland
MemorialCare Long Beach Medical Center
Montefiore Mount Vernon Hospital
Mount Sinai Medical Center
Richmond University Medical Center
The Heights Hospital
UCI Health Lakewood
Virtua Health
Weiss Memorial Hospital*

Increase in Positions

The Christ Hospital

Provisional approval as PMSR/RRA (new programs)

*Mann Grandstaff VAMC
North Florida South Georgia VAMC
West Virginia University Medicine Wheeling Hospital*

Provisional approval as Fellowship (new programs)

The University of Texas Health Science Center at San Antonio

RRC Recommendations Approved by the Council

- An updated version of the CPME 345, *Application for Increase in or Reclassification of Residency Positions*, was approved. A companion report has been developed by PRR, which will assist programs in filling out the form.
- The RRC approved the work of the fellowship sub-committee that identified types of fellowships and provided suggested competencies for each fellowship type. These suggested competencies will be sent to directors of CPME-approved fellowships for feedback, with the goal of posting them on the CPME website as a guidance document.
- The RRC has appointed two working groups to create additional guidance for program directors related to resident work hours and logging. A logging guidance section has been added to the CPME website under Residencies, and the work hour information will be posted on the Residency FAQ page.
- The Council has approved that the RRC conduct an annual, in-person, training for residency and fellowship program directors and coordinators, with a focus on those programs that will have an on-site evaluation in the fall of 2025 and spring of 2026. All program directors and coordinators will be invited to attend.

Reappointment of Committee Members

Dr. Steven Vyce was reappointed to the Residency Review Committee (RRC) as the CPME representative and as the Committee Chair. Dr. Danae Lowell was appointed to her second term on the Residency Review Committee as an at-large member. Dr. Michael Vaardahl was appointed to his second term on the Residency Review Committee as a member representing the American Board of Foot and Ankle Surgery (ABFAS).

Future Meetings of the Residency Review Committee

The 2025 meetings will take place March 7-8 and September 19-20

The 2026 meetings will take place March 19-21 and September 24-26*

* An extra day was added to each meeting for the interim review of CPME 320/330 and 820/830

The scheduled dates of on-site evaluations of new and approved residencies and fellowships can be found on the [CPME website](#).

Residency and Fellowship Visits – Invitation for Comments

As part of the residency and fellowship approval process, CPME conducts evaluations of new programs and re-evaluations of approved programs. Each fall and spring, CPME meets to determine approval decisions. At its fall meeting, the Council reviews programs visited during the previous spring on-site evaluation cycle, and at its spring meeting, the Council reviews programs visited during the previous fall on-site evaluation cycle. To review the programs currently scheduled for on-site evaluation, go to [Council's website](#). The Council updates the list as evaluation dates are confirmed.

The Council's residency and fellowship approval process includes consideration of third-party comments concerning an institution's qualifications for either provisional or continued approval. Comments must be received 15 days prior to the program's scheduled site visit date. All third-party comments must be

signed. Comments are forwarded to the evaluation team, and anonymously to the program director for response, if appropriate, prior to the visit.

Please submit third-party comments for programs to be reviewed to: Bertus Tempelhoff, CPME Assistant Director, at btempelhoff@cpme.org.

COLLABORATIVE RESIDENCY EVALUATOR COMMITTEE (CREC) UPDATES

CREC held a New Evaluator Training Workshop on May 4, 2024, in Chicago, IL for newly approved residency and fellowship on-site evaluators. Sixteen evaluators representing ABFAS and ABPM participated in the training.

CREC held a virtual Best Practices Forum for on-site evaluators and team chairs in August. More than 50 evaluators participated.

Become a CPME Residency Program Evaluator

One of the most important components of the CPME residency approval process is the site visit. The site visit is a peer-review process that helps to enhance the quality of education by assessing a program's compliance with CPME standards and requirements. CPME is committed to ensuring each evaluator possesses appropriate experience and skills essential to the evaluation process. CPME residency evaluators must be certified by one or both of the specialty boards recognized by the CPME and should be either program directors or active faculty members of CPME-approved residencies.

Prior to participating as a member of a team, evaluators complete a training program and are assigned to a team as trainees under the tutelage of the team chair and the specialty board representatives. The Council pays all expenses incurred during the site visit and a per diem for each travel and on-site visit day.

Individuals interested in becoming residency evaluators should submit a letter of interest and current curriculum vitae to their certifying board(s). Contact information for the American Board of Foot and Ankle Surgery (ABFAS) or the American Board of Podiatric Medicine (ABPM), as well as a description of the ABFAS- and ABPM-certified evaluator criteria, can be found at www.cpme.org/residencyevaluators.

Please feel free to provide this information to interested and qualified individuals within and outside of your institution or organization.

PUBLICATION UPDATES

CPME Publications 220 and 230 (SPECIALTY BOARD RECOGNITION COMMITTEE)

In March 2021, the APMA House of Delegates approved a resolution moving the Joint Committee on the Recognition of Specialty Boards (JCRSB) to become a standing committee of the Council on Podiatric Medical Education. Subsequently, CPME adopted Bylaw amendments at its October 2021 and April 2022 meetings in order to comply with the APMA action. The Bylaw revisions included moving the JCRSB to a standing committee of the Council and restructuring the JCRSB representation.

To reflect that the JCRSB is now a standing committee of the Council, CPME changed the name of the JCRSB to the Specialty Board Recognition Committee (SBRC). Further, as part of this process, the underlying JCRSB/SBRC documents (CPME 220, *Criteria and Guidelines for Recognition of a Specialty*

Board for Podiatric Medical Practice, and CPME 230, Procedures for Recognition of a Specialty Board for Podiatric Medical Practice) must be updated to reflect the new CPME/SBRC Bylaw revisions.

The review of these documents was led by an Ad Hoc Advisory Committee, which began their review in fall 2022. This committee met 13 times over the course of a year and a half. The ad hoc committee submitted Draft I of CPME 220 and 230 along with an accompanying SBRC Eligibility Requirements Application and Initial Recognition Application (CPME 209a and 209b) and a Subspecialty Certification Proposal (CPME 209c) to the Council on Podiatric Medical Education in April 2024. CPME approved Draft I of CPME 220, CPME 230, and CPME209a-c at a special meeting held on May 13, 2024, and determined that the revised documents would be disseminated to the community of interest for a period of 60 days.

At the Council's October 2024 meeting, the Council reviewed the survey results and letters submitted by the community of interest concerning Draft I of CPME 220, *Criteria and Guidelines for Recognition of a Specialty Board for Podiatric Medical Practice*, and CPME 230, *Procedures for Recognition of a Specialty Board for Podiatric Medical Practice*. Due to the volume of comments submitted, the Council will continue their review of the comments this fall and will meet via videoconference on December 11, 2024. If the Council determines the documents are ready for adoption at that time, the community of interest will be notified. If, however, the Council determines additional revisions are necessary, the community of interest will be notified as to the plan moving forward.

Update to CPME Publications 720 and 730 (CONTINUING EDUCATION COMMITTEE)

Following a call for comment period from the community of interest, CPME has adopted the revisions to CPME 720, *Standards and Requirements for Approval of Providers of Continuing Education in Podiatric Medicine* and CPME 730, *Procedures for Approval of Providers of Continuing Education in Podiatric Medicine*. The revised documents will go into effect July 1, 2025.

Staff are currently working to finalize the documents for distribution and expect to have these documents disseminated and posted to the CPME website later this year. If you have any questions, please contact Sandy Saylor, CPME Associate Director, at ssaylor@cpme.org.

OFFICIAL NOTICE - Call for Comment on CPME 120, *Standards and Requirements for Accrediting Colleges of Podiatric Medicine* and CPME 130, *Procedures for Accrediting Colleges of Podiatric Medicine*

The Council on Podiatric Medical Education seeks your input as they undertake the rewrite of publications [CPME 120, Standards and Requirements for Accrediting Colleges of Podiatric Medicine](#) and [CPME 130, Procedures for Accrediting Colleges of Podiatric Medicine](#). Per the CPME Bylaws, the review of these documents will be led by an Ad Hoc Advisory Committee comprised of members representing organizations within the community of interest and will begin in 2025. As part of the document review process, CPME surveys the community of interest to obtain the opinions of the podiatric community of interest regarding crucial elements of these college documents. We request your assistance in completing the following survey, which is designed to provide baseline information for consideration by the committee, and to forward this notice and survey to interested parties for as broad a distribution as possible.

Your cooperation in completing the following survey by **January 15, 2025**, is appreciated:
<https://www.surveymonkey.com/r/CPME120-130Rewrite2025>.

Thank you for your assistance and your contribution to this important project.