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| July* NCFMRS Recruitment Fair, KC (shipping, booth furniture, swag, register attendees)
* ABFM RTMS update. Add new R1’s and update all others
* GME Track surveys, deadline ~7/15
* Resident memberships (AAFP, local chapter, etc)
* Close out graduate files
* Update Resident Records: ACGME, ABFM, AAFP Census
 | August* ABFM-register for InTraining Exam
* Interview Prep – Live or virtual
* NRMP Match registration
* AMA Freida update
* ACGME ADS update and submission – Due ~8/26
* AAMC Resident Survey (GME Track) due ~ 9/30
* R1’s begin registering for Step 3
 | September* ERAS PDWS downloads & begin screening-opens ~9/27
* Confirm application criteria, interview schedules & interviewers
* Interviews begin
* Register residents for ABFM InTraining Exam – due ~9/30
 | October* Continue downloading applications
* ABFM InTraining Exam, end of October
* Interviews
 | November* Continue reviewing applications
* Interviews
* ABFM Board registration for June graduates
 | December* Continue reviewing applications
* Interviews
* Submit ACGME Milestones
* Confirm R3 registrations for their Boards
* ABFM InTraining Results
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| January* Submit ACGME Milestones ~Jan. 13
* R3’s register for Boards before 1/31 deadline to avoid late fees
* Wrap up Interview Season
* NRMP Quota Change Deadline ~1/31
* PDW/RPS-Register & reserve hotel rooms
* Finalize ROL
 | February* Certify NRMP ROL-deadline ~2/28
* NRMP-confirm SOAP plans
* ACGME Resident & Faculty Surveys open (~2/12-4/7)
* NCFMRS-register, pay booth fee& reserve hotel rooms
* Chief Resident elections
* ABFM RTM-verify R3’s for boards
* ERAS-register for next AY Match
* Start working on block for next AY
* Second Looks
 | March* NRMP MATCH 3/15
* Match Celebration
* Mail R1 contracts
* Prepare Graduation certificates & current R1 certificates
* Orientation-begin working on
* BLS/ACLS & other certification order books for orientation
* ACGME Residency Leadership Summit/ RAD Conference, KC
* NCFMRS-book flights & hotel
* ACGME Conference
 | April* ACGME Resident & Faculty Surveys deadline ~4/7
* ACGME ADS Survey
* GME Track Surveys
* ABFM Board Exams
* Licensing application/ renewal packets to residents
* Finalize block schedules
 | May* Resident Manual update
* ABFM RTM graduation verifications
* ERAS Registration
* Finalize Graduation Ceremony
* Update Rotation Guidelines (program specific)
* Update photo roster
* Rising R2 & R3 New Contracts/Contract Addendums signed (new salaries, new title)
* Prepare SWAG, documents, etc for NCFMRS Recruitment Fair
 | June* Finalize onboarding
* New AY begins
* R1 Orientation
* R3 Exit evals w/PD–summary evaluation for permanent files
* Graduation
* Website updates
* Add new residents to ACGME ADS & ABFM RTMS
* ACGME Milestones submission – due ~6/25
* AAFP Residency Census Due ~ 6/30
* AAMC Census opens, due ~ 7/16
* Check & update PLA’s as needed
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