

A Memorandum on Pre-Approval of ACVSMR Traditional Residency Training Programs

General Overview

- Pre-approval of a residency program can be sought for any traditional residency program, if desired. This allows programs to ensure their training program has been approved by ACVSMR prior to advertising a residency training program and/or soliciting applications. Interested applicants would apply directly to the pre-approved program (rather than to ACVSMR) and then the selected applicant would register with ACVSMR at the start of their residency.
- If a program does not have pre-approval, it does not preclude the possibility of training a resident but would require the desired resident candidate to apply for a residency through ACVSMR as detailed in this [link](#).

Residency Administrator

- A residency administrator is required for training programs that apply for pre-approval of a residency training program.
- The residency administrator is responsible for submitting the application for pre-approval of the training program and is the primary contact between the College and pre-approved residency training program.
- The residency administrator can liaise between the College and all of the residents enrolled in a particular pre-approved residency training program.

Details

- A traditional residency program, whether new or pre-established, interested in having pre-approval of their residency program must apply to the Credentialing and Residency Committee for pre-approval.
- An application must be submitted every year prior to accepting a new resident(s) into the resident training program. Programs are not automatically renewed.
- The deadline to submit the Traditional Residency Training Program Pre-Approval Application is **September 1st** of the year preceding the start of residency training. The Credentialing and Residency Committee will notify the program of the status of acceptance by **October 1st**.
- If a program is approved, applicants will apply directly to that program, per the guidelines and deadlines established by the program. Application criteria must, at minimum, meet the residency requirements outlined in the current Residency Program Guidelines.
- Once an applicant has been accepted by the residency program, the resident must register with the Credentials and Residency Committee by **August 1st**, immediately following the start of the residency.