

Cosmetic Dermatologic Surgery Fellowship Accreditation Program

Maintenance of Accreditation Requirements
and Timeline



Overview

This overview of Cosmetic Dermatologic Surgery Fellowship Accreditation Program (CDSFAP) is intended to serve as a resource for Fellowship programs seeking to maintain accreditation.





Key Components of the Fellowship

- One Calendar Year of training in the facility of the Fellowship Director (additional sites must be approved)
- The Fellows must participate (perform/assist) in 300 cases in at least 5 out of 8 procedure categories of cosmetic dermatologic surgery cases.
- The Fellows must observe 1,000 cases in at least 5 out of 8 procedure categories of cosmetic dermatologic surgery cases.
- The Fellow must receive didactic and clinical instruction in all areas of the curriculum.
- The Fellow must have exposure to experiences designed to augment training (teaching residents, attending and presenting at conferences, writing and reviewing clinical manuscripts)

Prior to the academic year start



- Annual Updates to the ASDS Dermatology Fellowship Finder are requested from all programs in early spring.
- New Fellow Recruitment and Qualifications:
Fellow applicants are required to have completed an ACGME-approved or DO-affiliated dermatology residency program or a similar program in Canada accredited by the Royal College of Physicians and Surgeons of Canada before the start of the Fellowship. Applications from dermatologists trained in other countries will be considered by the Accreditation Work Group on case by case basis prior to the fellowship year start date.
- Explore ASDS Research funding opportunities for upcoming fellowship year:
 - [Cutting Edge Research Grant Program \(CERG\)](#)
 - [Jumpstart Research Seed Grant](#)

Beginning of the academic year



Maintenance of Accreditation

Annual forms due to ASDS:

- Hold Harmless Form
- Annual Attestation Form and Case Log
- Training Milestones Evaluation
- Maintenance of Accreditation Invoice Payment

Ongoing Program Policy updates for each program's fellowship manual:

- Compensation and Benefits
- Working Hours and Moonlighting
- Malpractice Insurance with tail coverage
- Leave Policy
- Conflict Resolution

Beginning of the academic year

Online Case Log

- The online case log allows Fellows to monitor their caseloads ensuring the requirements set for the end of the fellowship year are met. The current case log can be exported and shared with the Fellowship Director by the Fellow at any time. Separate access for Fellowship Directors is available.
- To access the online case log, go to: www.asdscosfell.com

The Fellow logins are initially set up with the Fellow email (provided to ASDS by the program at the beginning of the fellowship year) and ASDS member ID (4 or 5 digit number) as the password.



Mid-year

ASDS will contact your Fellow(s) regarding mid-year evaluations. The following are the elements of mid-year Fellow evaluations:

- Fellow Mid-Year Written Program Evaluation
- Fellow Case Log Mid-Year Submission
- Fellow Interview w/Accreditation Work Group Member
- ASDS Abstract Submission – abstract submission deadline is usually in early May



Note: ASDS Cosmetic Dermatologic Surgery Fellowship Milestones were developed as semi-annual evaluation tool for CDS Fellowship Directors. They are based on specific competency-based developmental outcomes and designed as a measurement of standard levels of achievement to assess trainee performance during fellowship.

The end of the academic year

Program completion requirements:

- Fellow Final Written Evaluation
- Fellow Final Case Log Submission
- Program Director Final Fellow Evaluation and Acknowledgement of program completion:
 - Case log documenting at least 1000 procedures in 5 out 8 categories
 - Experience in teaching residents
 - Scientific article for publication in a peer-reviewed medical journal
 - At least two manuscript reviews for Dermatologic Surgery (or another peer-reviewed publication)
 - Abstract of Fellow's research to the ASDS Annual Meeting for presentation following the completion of the Fellowship Program
 - ACLS Training
 - Fellows to post 1-2 cases quarterly.

Each Fellow will receive Certificate of Completion from ASDS once all requirements are met at the end of the Fellowship year.





Notifications

Immediate notification must be sent in writing to ASDS if any of the following occur:

- Fellow Incomplete Year
- Change in Training Location
- Departure of the Fellowship Director
- Disability or Death

You will contact: education@asds.net

Cyclical Site Reviews



Documents to be available at programs for future reviews (every 5 years):

- Copies of scientific manuscripts from current and/or past Fellows published or submitted for publication in a peer-reviewed medical journal.
- Copies of abstracts submitted to the ASDS Annual Meeting from current and/or past Fellows.
- Copies of cosmetic training milestones evaluation documents.
- Documentation to support scientific paper review for *Dermatologic Surgery* from current and/or past Fellows.
- Samples of the use of the ASDS Accreditation logo.

ASDS Accreditation Logo Use



The following is a list of scenarios and items in which the Accreditation logo can be used to designate an accredited program:

- Advertising
- Business Cards
- Signage
- Plaques
- Patient education materials
- Practice forms
- Practice stationery website

It must not be placed in such a manner as to give the appearance that the logo is owned or controlled by any entity other than the ASDS.

Accreditation Handbook

Complete program standards can be found at <http://www.asds.net/cosmetic-accreditation/>.

Also included are:

- Curriculum
- Core Competencies
- Bibliography





We thank you for your commitment to meet standards of quality of the program and to promote practices that provide Fellows with the training and expertise to perform cosmetic dermatology procedures.

For any additional information contact education@asds.net