



**Rural Residency Planning and Development (RRPD)
 Suggested Timeline for Program Planning & Accreditation**

<p align="center">YEAR 1 e.g. August 2023 -July 2024</p>	Generate draft "start-up" budget
	Determine whether Sponsoring Institutional (SI) accreditation will be needed; if needed, work with an advisor to plan steps in planning and then applying for this accreditation step (note that this step will add 9-12 months to this timeline)
	Hire initial program director and/or site directors
	Hire coordinator and any other needed administrative support personnel
	Develop curricular model and block diagram
	Identify locations for resident continuity practices (if applicable for specialty)
	Execute MOUs and affiliation agreements
	Identify specific faculty (needed for ACGME application) including subspecialty teachers
	Final approval by all organizations to move forward

<p align="center">YEAR 2 e.g. July 2024-June 2025</p>	Start writing draft program application and all supporting materials required in WebADS for accreditation
	Finalize curricular model, block diagram, develop program policies and procedures
	Plans for modification of space as needed to function as residency clinic
	Hire additional faculty as needed
	Select learning management and scheduling systems
	Solidify relationships with needed specialists, both internal and external where needed; obtain signed Program Letters of Agreement (PLAs)
	Complete and submit accreditation application (review specialty RC committee timelines on ACGME website)
	ACGME site visit completed prior to specialty review committee meeting closing date

<p align="center">YEAR 3 e.g. July 2025 - June 2026</p>	Receive ACGME accreditation
	Develop and implement resident recruitment strategy
	Enroll in NRMP/ERAS; participate in resident recruitment
	Complete initial screen of residency applicants and conduct interviews
	Submit NRMP rank order list; prepare plan for SOAP
	Match first class of residents
	Finalize PGY1 contracts; plan for onboarding of new residents
	Finalize curriculum preparation for PGY1 year
Faculty development plans for both core faculty and other faculty	

<p align="center">YEAR 4 e.g. July 2026 - June 2027</p>	1st year with residents at program
	Resident recruitment for 2nd class
	Finalize curriculum preparation for PGY2 year

<p align="center">YEAR 5 e.g. July 2027 - June 2028</p>	2nd year with residents
	Finalize curriculum preparation for PGY3 year
	Resident recruitment for 3rd class

<p align="center">YEAR 6 e.g. July 2027 - June 2028</p>	3rd year with residents
	Resident recruitment for 4th class
	Graduate first class of residents (for 3-year program; additional years if longer training)



As recommended by