

Dear Colleague:

The Department of Health and Human Services (DHHS) is seeking recommendations of qualified individuals for appointment to the Council on Graduate Medical Education (COGME). The Council, originally authorized in 1986, is governed by the provisions of Public Law 92-463, as amended, 5 U.S.C. Appendix 2, which sets forth the standards for the formation and use of advisory committees. The "Health Professions Education partnerships Act of 1998," redesignated the authority for the Council as Section 762 of Part E of Title VII of the Public Health Service Act (42 U.S. Code 294o), as amended by Section 5103 of the Patient Protection and Affordable Care Act, signed into Law in March 2010.

The Council provides advice and policy recommendations to the Secretary of the Department of Health and Human Services (HHS) and to Congress on the supply and distribution of the physician workforce in the United States, issues related to foreign medical school graduates, the nature and financing of undergraduate and graduate medical education, guidelines for implementation of performance measures and longitudinal evaluation of grant programs under its purview, and recommended appropriation levels for these programs.

The Council is composed of 17 members: (1) the Assistant Secretary for Health or a designee; (2) the Administrator of the Centers for Medicare and Medicaid Services; (3) the Chief Medical Director of the Department of Veterans Affairs; (4) six members appointed by the Secretary to include representatives of practicing primary care physicians, national and specialty physician organizations, foreign medical graduates, and medical student and house staff association; (5) four members appointed by the Secretary to include representatives of schools of medicine, osteopathy medicine, and public and private teaching hospitals; and (6) four members appointed by the Secretary to include representatives of health insurers, business, and labor. The Council seeks to fill two vacant seats: one seat representing business and one seat representing national physician organizations.

Members of the Council shall meet approximately two times per year. Such meetings may be held jointly with other related entities established under this title where appropriate (e.g., National Advisory Council on Nurse Education and Practice; Advisory Committee on Interdisciplinary Community-Based Linkages; and the Advisory Committee on Training in Primary Care Medicine and Dentistry). Member terms are for four years.

Individuals who are recommended should have the relevant knowledge, experience, and writing skill to deal with the charge to the Council, have a commitment to attend all Council meetings, and be prepared to contribute actively outside of formal meetings to Council projects and written reports to Congress and the Secretary. Please also include in your consideration the need for the Council to have balanced representation that includes women, minorities, and diverse geographic distribution, including urban and rural areas. Current Federal Government policy provides that a Federal Advisory Committee member shall not: (a) serve continuously as a member of any single advisory committee for more than four years; (b) serve for more than eight combined years within a period of twelve years on one or more committees within an agency; (c) serve on more than one committee within an agency at the same time; or (d) serve on the same committee at the same time with another individual who is affiliated with a

particular non-Federal organization or institution in the same city, excluding designated multi-campus organizations and State systems.

Please furnish a curriculum vitae for each individual you recommend and complete the attached Advisory Committee Candidate Information Form even if some of the information appears in the CV. Also, attach a one-page statement written by the nominee detailing his or her interest in serving on the Council. The required nomination materials should be sent to Ms. Iwona Grodecki, either by mail at the Bureau of Health Professions (BHPr), Health Resources and Services Administration, Parklawn Building, Room 9-49, 5600 Fishers Lane, Rockville, Maryland, 20857 or by e-mail at [igrodeck@hrsa.gov](mailto:igrodeck@hrsa.gov). Nomination materials must be received on or before Thursday, February 28, 2013. For additional information, contact Ms. Grodecki at 301-443-8379.

Thank you for giving careful consideration to the unique qualifications and important contributions that your nominee(s) can bring to the Council and be assured that the Department will give full consideration to each individual recommended.

Please feel free to contact me at 301-443-7271 if you have any questions.

Jerilyn K. Glass, MD, PhD, Designated Federal Official, COGME