



**Transplant Accreditation & Certification Council (TACC)  
Program Accreditation Committee (PAC)  
Fellowship Application Review Guidance**

**New Applications:**

A new program or component application must meet all minimum volume requirements every year for 3 consecutive years to be eligible for accreditation.

**Shortened Pathway for New Program Applications:**

Per the Program Accreditation Requirements, programs must submit 3 consecutive years of adequate volume to be considered for accreditation or approved for reaccreditation. Traditionally, the 3 years have been the 3 complete calendar years prior to submission. However, under the **Shortened** Pathway, the 3 years may include the two complete years prior to submission and the year of submission (i.e. 2.5 years of data at the time of submission). **New** programs must meet 50% of the minimum **BTF** volume requirements by June 30 the year of submission to be eligible to include the current year in the 3-year requirement. In addition, any approval will be contingent on meeting the minimum volumes by the end of the year of application.

**Reaccreditation for Basic Transplant Fellowship (BTF) Categories:**

The volume requirements apply to deceased donors (all programs), liver transplants (BTF - L), kidney transplants (BTF – K) and LDN (BTF – K).

1. If a program requests a certain fellow complement, and they meet all minimum volume requirements each year for 3 consecutive years, they will be considered for approval.
2. If a program's volumes are below the minimum requirements for the requested fellow complement, then:
  - a. If 1 year is below the minimum requirements, the PAC will request volumes to date for the current year.
    - i. If the projected annual case volumes would meet the minimum requirement, the program would be considered for interim approval at the requested fellow complement. The program will be required to submit final case numbers in early January.
      1. If the end-of-year case numbers meet the minimum requirements, the program will receive final accreditation for the requested fellow complement.
      2. If final case numbers do not meet the minimum requirement, fellow complement would be decreased to the level that the program volume can accommodate.
    - ii. If the projected case volumes would not meet the minimum requirement, then fellow complement would be decreased to the level that the program volume can accommodate.



1. Programs may appeal if the final year-end case numbers meet the minimum requirement.
- b. If 2 or more years are below the minimum requirements, the fellow complement would be decreased to the level that the program volume can accommodate.
  - i. If a program does not meet the minimum volume requirements for 1 fellow every other year for 2 or more of the past 3 years (i.e. 60 kidney and 18 LDN for BTF – K, 50 liver for BTF – L), they will lose accreditation for that organ.
3. Programs may be given an option about their approved complement if they have a significant disparity in kidney and liver volumes (e.g. 1 fellow every other year BTF – LK or 2 fellows a year BTF – K).

**Reaccreditation for Specialized Training Fellowship (STF) Categories:**

1. If the program meets the minimum volume requirements, they will be considered for approval.
  - a. However, it is up to the program director to determine which fellow(s) will obtain the certification in the STF category. For example, a program that has 2 fellows per year and is accredited for STF-pancreas, but only does 10-15 pancreas transplants per year, will be approved for STF-pancreas, but only 1 fellow per year will be able to graduate with pancreas certification.
2. If a program's volumes are below the minimum requirements for the currently accredited STF component, then:
  - a. If 1 year is below the minimum requirements, the PAC will request volumes to date for the current year.
    - i. If the projected annual case volumes would meet the minimum requirements, the program would be considered for interim approval for the requested STF component. The program will be required to submit final case numbers in early January.
      1. If the end-of-year case numbers meet the minimum requirement, then the program will receive final accreditation for the requested STF component.
      2. If final case numbers do not meet the minimum requirement, the program would lose accreditation for the STF component.
    - ii. If the projected case volumes would not meet the minimum requirement, the program would lose accreditation for the STF component.
      1. Programs may appeal if the final year-end case numbers meet the minimum requirement.
  - b. If 2 or more years are below the minimum requirements, the program would lose accreditation for the STF component.