



Site Review Guidelines for Fellowship Training Program Approval

Purpose:

The ASTS Fellowship Training Committee is charged with the responsibility of approving organ transplantation programs for the purpose of training transplant fellows. An important part of the approval process is a site review visit of the program, conducted by two members of the Fellowship Training Committee, aimed to provide direct encounter between the committee and the program. The ASTS Fellowship Training Committee relies on this site review visit to assure that the fellowship, provided by the transplant program, meets the educational standards of the ASTS.

The goal of the site visit is to provide the Committee with overall impression that the fellows are being trained in a well-structured, multidisciplinary transplant program and getting extensive experience with all aspects of organ transplantation to include basic knowledge in diseases leading to end stage organ failure, involvement in pre-transplant evaluation and candidate selection process, performing the transplant procedure, immediate post transplant care, basic immunology knowledge, immunosuppression therapy, and long term post transplant management.

The areas to be reviewed during the site review visit:

1. General information about the institution and the layout of the program in the hospital. This should include a brief facility tour.
2. The structure of the training program, and the presentation of a detailed schedule (by month) providing the fellow with the appropriate ratio between clinical activity and research activity.
3. The overall volume of patients (referral, listed and transplanted) that the program is providing for on an annual basis
4. The involvement of the fellow in the pre-transplant evaluation and in the candidate selection process. The interaction of the surgical fellow with the medical service and the overall association between the medical service and the surgical team.
5. The involvement of the fellow in the management of the patients on the list prior to the transplant procedure.
6. The multidisciplinary nature of the decision making process in patient management and teaching and the fellow's participation in this process.

7. The potential surgical experience of the fellow to include the procurement procedures and the transplant procedures as the primary surgeon or first assistant. The number of transplant procedures should meet the minimum ASTS volume requirements.
8. The clinical role of the fellow in the post-transplant care and the teaching provided by the surgical team.
9. The involvement of the fellow in the transplant service M&M meetings, candidate selection meetings, radiology meetings, pathology meetings, etc.
10. Special teaching sessions or activities designed specifically for the transplant fellows.
11. The ability of the fellow to participate in at least one major national transplantation meeting.
12. The Commitment of the Chair of the Department of Surgery to provide departmental support to the transplant fellowship program and assessment of existing support to other approved surgical fellowships.

The Committee will make the program director aware of the nature and content of the site review visit. It is the program director's responsibility to arrange the schedule for the one-day site review visit, in a way that would enable the reviewers to assess the program by the areas described above. A typical site visit would include meetings with the following (as applicable):

- Fellowship director
- Chief of Transplant - if different from Fellowship Director
- Directors of Programs – Kidney, Liver, Pancreas (if different from Fellowship Director)
- Director Transplant Center Administrator
- Current or Recent Fellows (if applicable)
- Residents on transplant service (current or recent)
- Transplant nephrologist (medical director) Transplant hepatologist (medical director)
- Tissue typing
- Group meeting with transplant surgery faculty (if they do not meet with most or all through above mechanisms)
- Chief or Chair administratively above Transplant Chief in Department of Surgery
- General Surgery Residency Director