Qualifying to be an
ACVS Founding Fellow in Oral & Maxillofacial Surgery

Description of an ACVS Founding Fellow in Oral & Maxillofacial Surgery

A Founding Fellow in Oral & Maxillofacial Surgery (OMFS) is a Diplomate of the American College of Veterinary Surgeons (ACVS) who has obtained additional training and experience or has demonstrated expertise in OMFS beyond ACVS surgery residency training and devotes a major portion of his or her professional effort to the prevention, diagnosis, treatment, and rehabilitation of OMFS patients. The Fellow shows substantial programmatic effort in this field whether in academic or private specialty practice.

Surgeons applying for Founding Fellow status in OMFS should be able to demonstrate a high level of expertise in the selection of patients for surgical management of diseases affecting the oral and maxillofacial region that would necessitate expertise in orthopedic surgery, oncologic surgery, plastic and reconstructive surgery, oral surgery, and dental procedures related to successful outcomes in OMFS. An OMFS Founding Fellow must be proficient in knowledge of the benefits and risks associated with a multidisciplinary surgical approach for diseases affecting the oral and maxillofacial region. An ACVS Founding Fellow in OMFS must be able to successfully interact with other disciplines and to provide a leadership role in the surgical, medical, and lay communities in matters pertaining to animal OMFS.

Minimum Requirements to apply for Founding Fellow status in Oral & Maxillofacial Surgery

Applicants must have completed these requirements by the time they submit their application for Founding Fellow status.

1. A minimum of five years of ACVS Diplomate status.
2. A minimum of three years of experience with OMFS cases as a substantial component of the Founding Fellow candidate’s practice.
3. A minimum of three scientific publications as a primary or corresponding author related to OMFS. Review articles or articles in *Compendium* and *Veterinary Clinics*, clinical series less than six cases, or single case reports do not qualify unless they describe a new technique.
4. Have presented a minimum of five abstracts on OMFS at the ACVS Symposium/Surgery Summit or equivalent national or international meetings, including:
   - European College of Veterinary Surgeons
   - European Society of Veterinary Orthopaedics and Traumatology
   - Veterinary Orthopedic Society


**Procedure for Applying for Founding Fellow Status**

1. Founding Fellow applications will be accepted by the ACVS office during the following period: August 1, 2017 – July 31, 2018. A complete application package should be sent to: Tenia Burton, Program Coordinator, ACVS, 19785 Crystal Rock Drive, Suite 305, Germantown, Maryland, 20874 (301-916-0200 x110; tburton@acvs.org). Individual pieces of an application package, other than the application fee, will not be accepted.

An application package must include:

- **A letter of intent** addressing the applicant’s desire to be considered for a Founding Fellow in Oral & Maxillofacial Surgery. The letter should include a brief description of their contribution to the field of oral & maxillofacial surgery over their career.

- **A mini-curriculum vitae** that outlines / demonstrates the applicant’s expertise and experience in the field of OMFS. The curriculum vitae should concentrate on the 5 years prior to application and include the information pertaining to requirements 2–4 (see Minimum Requirements to apply for Founding Fellow status in Oral & Maxillofacial Surgery). The CV should also include the following:
  - List name, affiliation, education, year ACVS Diplomate status was obtained, and previous professional experience. State the length of time the applicant has been clinically active within the discipline.

- **Scientific Publications**:
  - List 3–5 publications in the specific discipline which support qualification. Do NOT list publications not pertaining to the field of OMFS.
  - For each publication state the name of the senior author. If a publication has a resident as first author and a senior author that is listed second, last, or as corresponding, both could count the publication. However, only one senior author is permitted per article.
      
      *Dr. Cook's role was as resident. Dr. Smith's role was as senior author.*

- **Abstracts**:
  - List 5–7 abstract presentations which support qualification. Do NOT list abstract presentations that do not pertain to the field of OMFS. For each abstract state the title of the abstract, meeting at which it was presented, and presentation date.

- Three letters of recommendation from ACVS Diplomates recognized as leaders in OMFS documenting the interest of the applicant in oral & maxillofacial surgery.

- **A non-refundable application fee of $100.**
  a. To pay by MasterCard or Visa, choose one of the following options:
    - Submit payment online at [www.acvs.org/fees](http://www.acvs.org/fees).
    - Fax the *Founding Fellow Application Fee Payment* form to 301-916-2287.
    - Mail the *Founding Fellow Application Fee Payment* form to the ACVS office.
  b. To pay fee by check, mail application fee and *Founding Fellow Application Fee Payment* form to the ACVS office.
2. Applications are reviewed by the ACVS OMFS Founding Fellow Selection Committee composed of dual ACVS/AVDC Diplomates who organized the fellowship, a member of the ACVS Fellowship Committee, and an at-large ACVS Diplomate not associated with the fellowship discipline. This group determines if the applications demonstrate the minimum requirements to be considered a Founding Fellow have been met.

3. The ACVS OMFS Founding Fellow Selection Committee sends its recommendations regarding the applications to the Fellowship Committee who will review the recommendations and forward to the ACVS Board of Regents for final approval.

4. Applicants are notified of the Board of Regents’ determination by December 31, 2018.

5. Successful applicants receive a certificate from the ACVS recognizing their accomplishment and indicating that they are now an ACVS Founding Fellow in Oral & Maxillofacial Surgery.

6. Successful applicants may use the title “ACVS Founding Fellow, Oral & Maxillofacial Surgery.”

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