

## **Changing the Size of Your Program**

Every year you designate to NRMP how many candidates you will accept. This number has been authorized by the ACGME. Occasionally there are opportunities to take an additional fellow that might have outside funding. To achieve this, the following needs to take place:

1. Verify that you have adequate faculty and resources to train the additional fellow.
2. Request to your local GME committee (GMEC) for a temporary complement increase
3. Once the local GMEC approves, then the request is submitted through the ACGME-ADS with justification.
4. Once approved by ACGME, then the program director must update the number of applicants that can be accepted in the rank through NRMP.
5. After the match, the NRMP must be reduced back to the previous approved complement.

**A permanent change in complement** would follow this same procedure with the caveat that the local GME needs to verify funding to train this new position indefinitely.

### **Temporary Complement Increase:**

- Occurs when an extension of education up to 90 days is necessary.
- Can be authorized by the Review Committee without requiring formal submission of a temporary complement increase request.