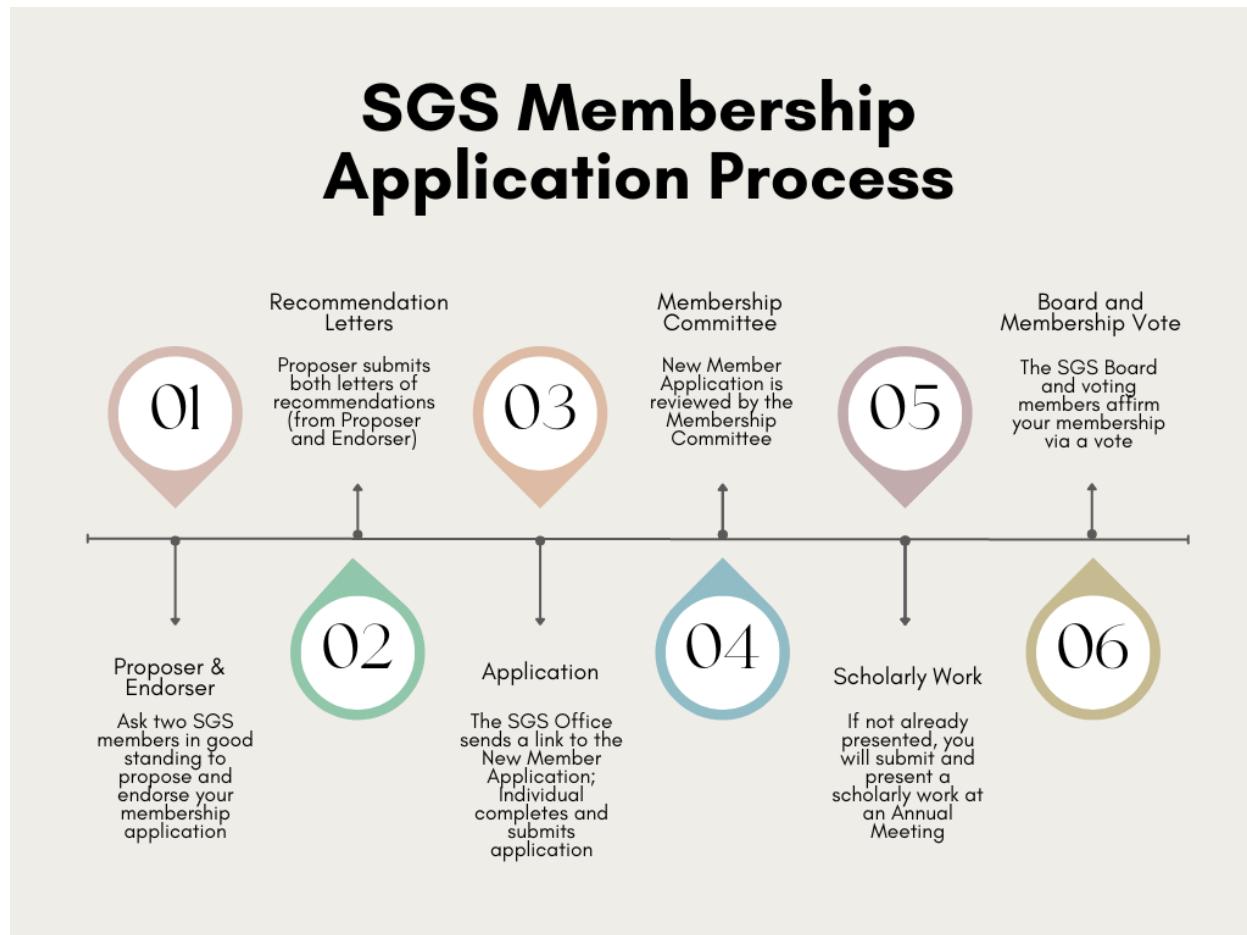


## How to Become an Active SGS Member

A qualified physician, who is board certified (American Board of Obstetrics and Gynecology or the American Osteopathic Board of Obstetrics and Gynecology), may be proposed for membership by an Active SGS member, and a second member must endorse the applicant. SGS seeks to be inclusive of qualified international physicians. Distinguished physicians and surgeons who have equivalent credentialing to the American Boards listed above may be proposed for membership.



Acceptance for active membership in the Society occurs via a six-stage process:

### Stage 1

- An applicant pursuing SGS membership asks two members in good standing to propose and endorse his/her membership.

### Stage 2

- The Proposer submits his/her proposer letter and an Endorser letter from another Active Member of SGS in good standing. The New Member Proposal Form can be found [here](#). These letters should include the Applicant's teaching endeavors, surgical practice and research.

### **Stage 3**

- Following receipt and approval of the two required letters, the Applicant will receive a link to a web application form to complete. The Application requires the following materials:
  - Application Form
  - Curriculum Vitae
  - Recent Portrait Photo
  - Surgical Case Log ([Template Here](#)):  
The case list should span one year's activities and include all patients for whom the Applicant had primary operative responsibility. Minor surgeries (e.g., cone biopsy, dilation and curettage, diagnostic laparoscopy, diagnostic hysteroscopy) should not be included. The case list should not include patient identification information except date of surgery. The ABOG case list format should be followed and must include the following elements: Date of Surgery, Preoperative Diagnosis, Surgical Procedure(s) Performed, Pathologic Diagnoses, and Complications.
  - If the Applicant has previously presented at an SGS Annual Scientific Meeting as First or Last Author, specific information regarding this presentation should be submitted via the application form (date, title of presentation).

### **Stage 4**

- All completed applications are reviewed by the Membership Committee. The review focuses on the applicant's commitment to scholarly activity, education and leadership in surgical gynecology and women's health. The case list is reviewed to ensure quality, quantity and breadth of gynecologic surgical cases.
- Those applicants approved now become official "Member Candidates." This status is conferred for a period of three years, unless extended pursuant to a request and approval by the committee.
- The SGS Membership Committee Chair will communicate with the Applicant and the Proposer for any applications not approved by the committee and will discuss the reasons the application was either deferred or denied. In the case of deferral, the letter will list the recommendations of the Membership Committee and request supplemental or explanatory information for further committee review. If the updated application is not approved by the Membership Committee, the application process will be terminated.

### **Stage 5**

- During this stage, the Member Candidate must present a scholarly work at the Annual Meeting (if he/she has not already presented). The presentation must be part of the peer reviewed portion of the Scientific Program, as first or senior (last) author on an oral presentation, oral poster presentation (non-oral posters do NOT meet the criteria), or video presentation (video café does NOT meet the criteria) or to be the first author on a Systematic Review Group (SRG) or Pelvic Anatomy Group (PAG) published paper. For senior authorship to qualify in lieu of presenting, the senior author must attend the meeting at which the research is being presented, either in person or virtually, and be an established surgeon with education/mentorship responsibilities over the course of at least 5 consecutive years.

- Following the Member Candidate's presentation, the Membership Committee will review the presentation materials. If the presentation is deemed satisfactory by the Membership Committee, the approved application will be submitted to the Board of Directors for approval. Should the Membership Committee not find the presentation of acceptable quality, the Membership Chair will be directed to write to the Applicant and the Proposer noting the reason(s) for non-acceptance.

## **Stage 6**

- All completed applications are reviewed and approved by the SGS Board of Directors.
- Member Candidates approved by the Board will then be submitted to the Membership-at-Large for approval.
  - Any negative vote requires a written comment, or it will not be counted
  - Member Candidates receiving no negative votes will be invited to join the Society as Active Members
  - The application of any Member Candidate receiving between one and five negative votes will be reviewed by the Board of Directors for final decision regarding active membership
  - Member Candidate is provided an opportunity to respond in writing to the decision made by the board
  - The Member Candidate can be reconsidered for membership, if requested within 12 months, without completing an additional application process
  - The application of any Member Candidate receiving more than five negative votes will be closed
- Member Candidates are notified of the outcome of the membership vote prior to the next Annual Scientific Meeting and will be required to submit the initiation fee in the amount of \$500 to activate their membership for the year. The Proposer and the Endorser will also be notified of the outcome.

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## **Research Involvement - Alternative Pathway to Membership**

The following alternative research pathway is offered to recognize SGS contributions of academically productive Associate Members and nonmembers who seek SGS membership but are unable to meet the podium presentation requirement. Highly active and engaged members of the SRG, CoRPS, or PAG can apply for membership if they meet the following requirements in addition to all other membership requirements.

1. Demonstrable evidence of sustained and productive participation in one of the SGS research engines.
  - a. SRG and CoRPS participants in good standing who have participated in three project cycles, including at least one as skeleton crew or project lead.
  - b. PAG Digital Library participants in good standing and have authored a website term page.
  - c. PAG 3D Imaging participants will be in good standing and will have acted as a project lead (organized meetings, project management, or lead writer)
2. The Proposer or Endorser letter is written by the Associate Chair of the SRG or CoRPS, or the Chair of the PAG working group familiar with the applicants sustained project contributions.
3. Approval of the SGS Research Chair