

AAN Curriculum Process

Development of Curriculum:

1. Submit a request to the Graduate Education Subcommittee (GES) via its staff liaison, Lucy Persaud, Associate Director, Trainee Education, by email at lpersaud@aan.com, to advise if plans are already in place to create a curriculum.
 - a. Request should include at a minimum the following requirements:
 - i. Title
 - ii. Purpose
 - iii. Need
 - iv. Which section do you envision working with?
 - v. Proposed workgroup members:
 1. Section
 2. Subspecialty (if applicable)
 - vi. Timeline for completion, once request is approved
2. GES will review the request and advise if there is a need for this resource. If approved the curriculum template will be provided and a GES member will be identified to be part of the workgroup.
3. Next steps:
 - a. Create a workgroup to develop the curriculum.
 - i. The workgroup must have representation from the relevant AAN Section, GES, and subject matter experts from subspecialty society (if applicable).
 - ii. The workgroup members must be non-conflicted.
 - b. Communicate with GES (lpersaud@aan.com) on the anticipated timeline for completion of the curriculum.
 - c. Once completed the curriculum should be reviewed and approved by the section then submitted to GES (lpersaud@aan.com) for review. GES typically is given two weeks to provide feedback.
 - d. Incorporate suggested edits by GES or indicate why the workgroup believes the edits are not necessary.
4. Once approved, the curriculum will be added to [aan.com](https://www.aan.com/tools-and-resources/academic-neurologists-researchers/program-and-fellowship-director-resources/aan-core-curricula/) (<https://www.aan.com/tools-and-resources/academic-neurologists-researchers/program-and-fellowship-director-resources/aan-core-curricula/>) and marketed via several AAN channels.
5. The curriculum must be balanced and not biased.
6. GES reserves the right to decline curriculum.

Contact with any questions:

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