

President: Professor David Gordon FRCP FMedSci

Dr George Mitchell  
Grenada Medical and Dental Council  
The Benoit Building, Grand Anse, St. George's  
Grenada

By email to: [executive.director@gmdc.gd](mailto:executive.director@gmdc.gd), [qasecretary@gmdc.gd](mailto:qasecretary@gmdc.gd)

31 October 2020

Dear Doctor Mitchell,

Thank you for submitting the preliminary application. I write to confirm that the Grenada Medical and Dental Council in Grenada is eligible for the WFME Recognition of Accreditation Programme.

Please submit the complete application and supporting documentation no later than four weeks before the site visit. We note that you have indicated the spring of 2022 as the intended date for the WFME visit. All practical arrangements for the visit will be communicated from [accreditation@wfme.org](mailto:accreditation@wfme.org), which is also the address you can use should you have any questions.

We may seek further clarifications once the Recognition Team has reviewed the application. Closer to the time of the site visit, we will ask for copies of the documentation relating to the site visit, including the self-evaluation report by the medical school to be evaluated by the Grenada Medical and Dental Council and the timetable for the visit. At the same time we will ask the timetable for your decision-making meeting, including the accreditation report.

We aim to confirm the composition of the team no later than nine weeks prior to the visit. Our [assessors](#) are experts in medical education, assessment and accreditation. I will write again to propose the team members to you, with an opportunity for you to request changes if there is a conflict of interest.

The GMDC has already paid the full cost of the WFME Recognition Programme. We will invoice the international travel cost related to the site-visit during the process.

We will arrange international travel for the Recognition Team in line with the [WFME Travel Policy](#). We ask you to arrange local travel, meals and accommodation for the Recognition Team to the same standard as that provided for the accreditation team and in line with the WFME Travel Policy. If the site visit is conducted in any other language than English, we also ask the agency to arrange translation for the WFME Team members. The translators are to be contracted outside of the agency and the accredited school, to avoid any conflict of interest.

If you have any questions about the practicalities or the arrangements for the site visit, please address these to Romana Kohnová, Executive Assistant in the Recognition of Accreditation Programme, on [accreditation@wfme.org](mailto:accreditation@wfme.org).

For matters regarding the Recognition Team and the dates of the site visit, I will be communicating with you from [president@wfme.org](mailto:president@wfme.org).

Yours sincerely

A handwritten signature in black ink, appearing to read "David Gordon". The signature is fluid and cursive, with a prominent initial "D" and "G".

Professor David Gordon  
President  
World Federation for Medical Education

