

# Association of Pediatric Program Directors

*12th Annual Fall Meeting*

***ORIENTATION AND TRAINING FOR NEW PROGRAM  
DIRECTORS AND THEIR COORDINATORS***

***PREPARATION FOR A SUCCESSFUL SITE VISIT***

**September 17-19, 2008**

*The Westin Alexandria*  
Alexandria, Virginia

- ◆ *New Program Directors and New Coordinators*
- ◆ *Fellowship Directors and Fellowship Coordinators*
- ◆ *Associate Program Directors*
- ◆ *Individuals Considering Becoming a Program Director*
- ◆ *Individuals Interested in a Comprehensive Update*
- ◆ *Individuals Preparing For a RRC Site Visit*
- ◆ *Individuals Assisting Program Directors*



**FINAL PROGRAM**

**CME CREDITS AVAILABLE!**

This activity has been approved for *AMA PRA Category 1 Credit(s)*<sup>™</sup>.

## Wednesday, September 17, 2008

**7:00 pm - 10:00 pm**      **Dinner at Westin Alexandria Hotel**      **EDISON A/B/C**  
(additional fee of \$15.00 required)  
**Keynote Address: "Program Directors - The thrill of victory, the agony of defeat"**  
*Dr. Stephen Ludwig, Associate Chair for Education, Children's Hospital of Philadelphia and recipient of the 2008 APPD Robert S. Holm MD Leadership Award*

## Thursday, September 18, 2008

**7:30 am - 8:00 am**      **Registration and Continental Breakfast**      **FOYER D**

**8:00 am - 8:15 am**      **Welcome and Introduction**      **EDISON D**  
**Sesame Street Primer**  
**Alphabet Soup**

*Dr. Susan Guralnick, Pediatric Residency Program Director, Stony Brook University School of Medicine and President, APPD*

**8:15 am - 9:45 am**      **Plenary Session**      **EDISON D**  
**Updates for Core and Fellowships from the following:**

### **Association of Pediatric Program Directors (APPD)**

*Dr. Susan Guralnick, Pediatric Residency Program Director, Stony Brook University School of Medicine and President, APPD; Ms. Valarie Collins, C-TAGME, Pediatric Residency Coordinator, University of South Florida and Co-Chair, APPD Coordinators Executive Committee; Ms. Laura Degnon, Executive Director, APPD*

### **APPD Share Warehouse**

*Dr. Ann Burke, Pediatric Residency Program Director, Wright State University and President-Elect, APPD*

### **American Academy of Pediatrics (AAP)**

*Dr. Kenneth Slaw, Director, Department of Membership, American Academy of Pediatrics*

### **American Board of Pediatrics (ABP)**

*Dr. Gail McGuinness, Senior Vice President, American Board of Pediatrics*

### **National Resident Matching Program (NRMP)**

*Dr. Laurie Curtin, Director, Match Policy, National Resident Matching Program*

### **Electronic Residency Application Service (ERAS)**

*Ms. Angelique Johnson, Manager of Communications and Administrative Services, ERAS, Association of American Medical Colleges*

**9:45 am - 10:00 am**      **Break**

## COORDINATORS AND FELLOWSHIP COORDINATORS

**10:00 am - 10:45 am**      **ERAS: Valuable tips**      **EDISON E/F/G**  
*Ms. Angelique Johnson, Manager of Communications and Administrative Services, ERAS, Association of American Medical Colleges*

**10:45 am - 11:15 pm**      **AAP**      **EDISON E/F/G**  
*Dr. Kenneth Slaw, Director, Department of Membership, American Academy of Pediatrics; Ms. Charlette Nunnery and Ms. Doris Santos, E-Learning Content, American Academy of Pediatrics*

**11:20 am - 12:00 pm**      **Hands-On Session**      **WRIGHT**  
This is an opportunity to meet with the leaders of each organization presenting during the plenary on a one-on-one basis to have your questions answered and to see demos.

**CATEGORICAL AND FELLOWSHIP DIRECTORS**

**10:00 am - 10:40 am Professionalism EDISON D**

*Dr. Robert McGregor, Pediatric Residency Program Director, St. Christopher's Hospital for Children and Immediate Past President, APPD; Dr. Gail McGuinness, Senior Vice President, American Board of Pediatrics*

This session will explore definitions of professionalism and help the program director gain familiarity with the combined efforts of the American Board of Pediatrics and the Association of Pediatric Program Directors Teaching and Assessing Professionalism with practical strategies for implementing a curriculum, instructional strategies and evaluation for both trainees and faculty.

- Objectives:
1. Describe Medical Professionalism as outlined in Medical Professionalism in the New Millennium: A Physician Charter
  2. List at least five (of ten outlined above) professional responsibilities of physicians
  3. Outline five opportunities/strategies for capturing professionalism in your learners

**10:40 am - 11:20 am Hands-On Session WRIGHT**

This is an opportunity to meet with the leaders of each organization presenting during the plenary on a one-on-one basis to have your questions answered and to see demos.

**11:20 am - 12:00 pm Learning Technology 101: EDISON E/F/G**  
**What you need to know to hit the ground running!**

*Dr. Rajesh Donthi, Associate Program Director, Nationwide Children's Hospital/Ohio State University*

This session will introduce and review practical technology and provide high-yield information to help the Program Director not only successfully prepare for a site visit but also assist in other required tasks and duties.

**ASSOCIATE PROGRAM DIRECTORS**

**10:00 am - 10:40 Hands-On Session WRIGHT**

This is an opportunity to meet with the leaders of each organization presenting during the plenary on a one-on-one basis to have your questions answered and to see demos.

**10:40 am - 11:20 am Professionalism (see session description above) EDISON D**

*Dr. Robert McGregor, Pediatric Residency Program Director, St. Christopher's Hospital for Children and Immediate Past President, APPD; Dr. Gail McGuinness, Senior Vice President, American Board of Pediatrics*

**11:20 am - 12:00 pm Your Role as the Associate Program Director EDISON D**

*Dr. Monica Sifuentes, Pediatric Program Director, Los Angeles County-Harbor UCLA Medical Center*

The role of the Associate Program Director (APD) is often loosely defined and varies greatly among institutions. This session will review the numerous roles of the APD, define some specific niches for the APD, and discuss networking opportunities within the APPD.

**\*\*ALL ATTENDEES\*\***

**12:00 pm - 1:00 pm Lunch (provided by APPD) FOYER D & FOYER E/F/G**

**1:00 pm - 2:30 pm Program Improvement through Program Evaluation EDISON D**

*Dr. Joseph Gilhooly, Vice Chair for Education, Director of Fellowship Education, Oregon Health Sciences University; Dr. Patricia Hicks, Program Director, UT Southwestern Medical Center; Dr. Cynthia Ferrell, Program Director, Oregon Health Sciences University*

The ACGME now expects programs to use resident performance and outcomes assessment data in the evaluation of the educational effectiveness of residency programs. Towards that goal, we will review the literature on program evaluation, present a task-oriented conceptual model of program evaluation as well as offer a step-wise process for program directors to use program evaluation data to drive program improvement.

**2:30 pm - 2:45 pm Break**

**CATEGORICAL DIRECTORS, ASSOCIATE DIRECTORS AND COORDINATORS**

**2:45 pm - 5:30 pm RC - Guidelines, PIF: Surviving a Site Visit EDISON D**  
**in the Competencies Era**

*Dr. Susan Guralnick, Pediatric Residency Program Director, Stony Brook University School of Medicine and President, APPD; Dr. Jerry Vasiliadis, Executive Director, Review Committee (RC) for Pediatrics; Ms. Caroline Fischer, Associate Executive Director, Review Committee (RC) for Pediatrics*

The workshop will walk program directors through the process of an RC site visit, from preparation of the Program Information Form (PIF) to logistics of the on-site visit. The RC staff will provide insight and advice based on their experience on the Pediatric RC. In addition, recently "site visited" program directors will share first-hand experiences. This workshop will include practical steps, realistic timelines and pitfalls to avoid.

*Thursday, September 18, 2008, continued*

**FELLOWSHIP DIRECTORS AND FELLOWSHIP COORDINATORS**

**2:45 pm - 5:00 pm**

**Fellowship Directors 101: Pediatric Subspecialty Updates  
from ACGME and ABP**

**EDISON E/F/G**

*Dr. Gail McGuinness, Senior Vice President, American Board of Pediatrics; Dr. Jerry Vasiliadis, Executive Director, Review Committee (RC) for Pediatrics; Ms. Caroline Fischer, Associate Executive Director, Review Committee (RC) for Pediatrics*

This session will review the American Board of Pediatrics training requirements for subspecialty certification and the ACGME's common program requirements for the subspecialties of pediatrics and specialty specific program requirements. Updates from the ABP and ACGME will be the main focus of this session. Participants will be able to ascertain the changes necessary for compliance of their subspecialty training programs. There will be ample opportunity for questions from participants.

*Friday, September 19, 2008*

**7:30 am - 8:00 am**

**Continental Breakfast**

**FOYER D**

**\*\*ALL ATTENDEES\*\***

**8:00 am - 9:00 am**

**Year in the Program**

**EDISON D**

*Dr. Patricia Hicks, Program Director, UT Southwestern Medical Center; Ms. Lorraine Garcia, Peds/Med-Peds Coordinator, Mount Sinai School of Medicine/NY*

Participants will be presented with an overview of the activities of a typical Program Director and Program Coordinator through a month by month review. Examples of forms and memos will be provided for various activities. This session will be interactive. Questions will be encouraged throughout the presentation.

**9:10 am - 10:10 am**

**Individualized Learning Plans (ILPs) and  
Learning Portfolios: New Age Educational Tools**

**EDISON D**

*Dr. Ann Burke, Pediatric Residency Program Director, Wright State University; Dr. Grace Caputo, Pediatric Residency Program Director, Phoenix Children's Hospital / Maricopa Med Center*

Participants will become familiar with ILP and Portfolio concepts, philosophy, and practicality.

**10:10 am - 10:30 am**

**Break**

**FELLOWSHIP DIRECTORS AND FELLOWSHIP COORDINATORS**

**10:30 am - 1:30 pm**

**Fellowship Directors 201: Fellowship Core Curriculum**

**WRIGHT**

*Dr. Susan Guralnick, Pediatric Residency Program Director, Stony Brook University and President, APPD; Dr. Janet E. Fischel, Director, Pediatric Medical Education, Stony Brook University; Dr. Debra Boyer, Assistant Director, Children's Hospital/Boston Medical Center*

The goal of this session is to describe options for creative and useful ways to fulfill ACGME and ABP requirements for sub-specialty education. Particular attention will be paid to training essentials that are core and cross-disciplinary, such as those addressing a) education in teaching skills for subspecialty trainees; b) research and scholarship monitoring and supervision for each trainee; and c) training in research methodology. Those attending the session will gain a) an understanding of recent changes in requirements and guidelines; b) information and illustration of strategies to bring home for adoption or consideration at their institution and department; and c) an opportunity to interact with others seeking suggestions for aligning subspecialty training more completely with accreditation requirements and competencies.

**12:20 pm - 12:40 pm**

**Buffet Lunch, provided by APPD, is available**

**FOYER D**

*Speakers will allow a break for attendees to visit the lunch buffet and return to the meeting room with lunch in order to finish the session.*

*\*\*Fellowship Coordinators will leave to join the Coordinators' Session, already in progress.\*\**

**CATEGORICAL DIRECTORS, ASSOCIATE DIRECTORS AND COORDINATORS**

**10:30 am - 11:30 am**

**Surviving a Successful Recruitment Season**

**EDISON D**

*Dr. Dena Hofkosh, Pediatric Residency Program Director, Children's Hospital of Pittsburgh; Ms. Marlene Keawe, Pediatric Residency Program Administrator, University of Hawaii; Dr. Jerry Rushton, Pediatric Residency Director, Indiana University School of Medicine, and Dr. Robert McGregor, Pediatric Residency Program Director, St. Christopher's Hospital for Children*

How to prepare before recruitment, tips on what to do during the season, a walk through the interview day, how to end the season and prepare the match list.

**CATEGORICAL DIRECTORS AND ASSOCIATE DIRECTORS**

**11:40 am - 12:40 pm**                      **Climbing and Surviving the Academic Ladder**                      **EDISON D**  
*Dr. Monica Sifuentes, Pediatric Program Director, Los Angeles County-Harbor UCLA Medical Center; Dr. Jerry Rushton, Pediatric Residency Director, Indiana University School of Medicine*

Program Directors, Associate Program Directors and Coordinators are generally very adept at helping their residents develop their careers. We often forget about our own professional development. Learn some strategies to maintain focus on your professional development and get “credit” for the work that you do.

**12:40 pm – 1:30 pm**                      **Buffet Lunch, provided by APPD, is available**                      **FOYER D**  
*Please visit the lunch buffet and return to the meeting room with your food and beverage for an open discussion session.*

**COORDINATORS**

**11:40 am - 12:10 am**                      **Chief Resident / Director / Coordinator Team Dynamics**                      **EDISON E/F/G**  
*Ms. Kelley Pike, Program Coordinator, Albany Medical Center*

**12:10 pm - 12:20 pm**                      **Mentoring**                      **EDISON E/F/G**  
*Ms. Elizabeth Sanchez-Rocca, C-TAGME, Pediatric Residency Coordinator, Brookdale University Hospital Medical Center*

This session is designed to provide information on the Coordinator’s Mentoring Program. The program is designed to foster a comfortable relationship between new and/or less experienced coordinators and more seasoned coordinators. Coordinator Mentors offer guidance, role modeling, assistance, an attentive ear and, best of all, friendship. We encourage all coordinators, new and seasoned, to become part of the “APPD Coordinator’s Mentoring Program.”

**12:20 pm - 12:40 pm**                      **ABP**                      **EDISON E/F/G**  
*Ms. Lee Currin, Senior Exam Coordinator, American Board of Pediatrics*

**12:40 pm - 1:30 pm**                      **Lunch Chat Session**                      **FOYER D**  
**Buffet Lunch, provided by APPD, is available**

*Speakers will allow a break for attendees to visit the lunch buffet and return to the meeting room with lunch.*

*Members of the APPD Coordinators' Executive Committee (Co-Chairs: Ms. Judy Behnke, Program Coordinator, University of Texas Medical Branch/Austin and Ms. Valarie Collins, C-TAGME, Pediatric Residency Coordinator, University of South Florida; Ms. Lorryne Garcia, Peds/Med-Peds Coordinator, Mount Sinai School of Medicine/NY; Ms. Marlene Keawe, Pediatric Residency Program Administrator, University of Hawaii; Ms. Deb Parsons, Neonatal-Perinatal Fellowship Program Coordinator, Indiana University School of Medicine; and Ms. Elizabeth Sanchez-Rocca, C-TAGME, Pediatric Residency Coordinator, Brookdale University Hospital Medical Center)*

Seating will be arranged to “gather input or answer questions” from/with the following groups: 1) Military institution coordinators, 2) Fellowship Coordinators, 3) Others. The three Coordinator Task Forces (Professional Development, Management & Supervision, Tools), their goals and activities, will also be discussed.

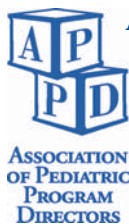
**CME**

**Physicians**

This activity has been planned and implemented in accordance with the Essential Areas and policies of the Accreditation Council for Continuing Medical Education through the joint sponsorship of the Institute for the Advancement of Human Behavior, A Medical Education Company (IAHB-AMEDCO) and the Association of Pediatric Program Directors (APPD). IAHB-AMEDCO is accredited by the ACCME to provide continuing medical education for physicians.

**AMA PRA Statement**

IAHB-AMEDCO designates this educational activity for a maximum of 13.25 *AMA PRA Category I Credit(s)*<sup>TM</sup>. Physicians should only claim credit commensurate with the extent of their participation in the activity.



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