

Association of Pediatric Program Directors

14th Annual Fall Meeting

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

PREPARATION FOR A SUCCESSFUL SITE VISIT

September 19 - 21, 2010

***Hyatt Regency Reston
Reston, 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 an RRC Site Visit*
- ♦ *Individuals Assisting Program Directors*



Final Program

CME CREDITS AVAILABLE!

This activity has been approved for *AMA PRA Category 1 Credit(s)*[™].

Sunday, September 19, 2010

7:00 pm - 10:00 pm

Dinner with Keynote

McCormick & Schmick's Restaurant, Reston, VA

Keynote Address: The Secret to Longevity as Program Leader: When you Smell the Roses – Do Stop

Robert McGregor, MD, Program Director, St. Christopher's Hospital for Children, Philadelphia, APPD Past President, and 2008 Recipient of Walter W. Tunnessen, Jr. MD Award for the Advancement of Pediatric Resident Education.

Aligning personal mission/vision and values with career ambition may seem to preclude the personal side trips. However, after 15+ years in the trenches, this old guy reflects how occasional side-steps in his "action plans" have provided the most valuable resources and learning opportunities.

Monday, September 20, 2010

7:30 am - 8:00 am

Registration and Continental Breakfast

Grand Ballroom C Foyer

8:00 am - 8:10 am

Welcome and Introduction



Grand Ballroom A-C

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

8:10 am - 9:30 am

PLENARY SESSION



Grand Ballroom A-C

Updates for Core and Fellowships from the following:

Association of Pediatric Program Directors (APPD)

Dr. Ann Burke, President, APPD and Pediatric Residency Program Director, Wright State University; Ms. Laura Degnon, Executive Director, APPD; Elizabeth Sanchez-Rocca, Co-Chair of Coordinators' Executive Committee, Pediatric Residency Coordinator, Brookdale University Hospital Medical Center

APPD LEARN

Dr. Hilary Haftel, APPD LEARN Director, Program Director, University of Michigan

American Academy of Pediatrics (AAP)

Ms. Charlette Nunnery, E-Learning Content, American Academy of Pediatrics (AAP)

American Board of Pediatrics (ABP)

Dr. Gail McGuinness, Executive Vice President, ABP

Electronic Residency Application Service (ERAS)

Ms. Angelique Johnson, Senior Specialist, ERAS Communications & Administrative Services, ERAS

National Resident Matching Program (NRMP)

Laurie Curtin, NRMP Director of Match Policy

Q&A with Plenary Speakers

9:30 am - 10:30 am

Overview of Common and Institutional Requirements



Grand Ballroom A-C

Dr. Javier Gonzalez del Rey, Program Director, Cincinnati Children's Hospital Medical Center/University of Cincinnati

To prepare for an RRC site visit, program directors need to prepare all sections of the individual program's "PIF" and ensure that the institution meets all general requirements for accreditation. This session will help us step back and recognize the general requirements as well as the new hour regulations which must be in place for individual programs to be successful and ready for this process.

10:30 am – 10:45 am

Break

10:45 am – 11:45 am

CATEGORICAL DIRECTORS/ASSOCIATE DIRECTORS/COORDINATORS



A Year in the Program

Grand Ballroom A-C

Dr. Grace Caputo, Pediatric Residency Program Director, Phoenix Children's Hospital / Maricopa Med Center; Dr. Adam Pallant, Program Director, Brown University; Ms. Jaime Bruse, Pediatric Residency Coordinator, University of Utah

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.

FELLOWSHIP DIRECTORS/FELLOWSHIP COORDINATORS  

Surviving a Site Visit in the Competencies Era

Lake Audubon

Dr. Susan Guralnick, Director of Graduate Medical Education and DIO/Associate Professor of Pediatrics, Winthrop University; Ms. Caroline Fischer, Executive Director, Accreditation Standards, ACGME Review Committee for Pediatrics; and panel of Drs. Javier Gonzalez del Rey, Debra Boyer, Patricia Hicks and Ms. Deb Parsons

The workshop will walk through the process of an RC site visit for the fellowship program, 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.

11:45 am - 12:45 pm

CATEGORICAL DIRECTORS/ASSOCIATE DIRECTORS/COORDINATORS   

Surviving a Site Visit in the Competencies Era

Grand Ballroom A-C

Dr. Susan Guralnick, Director of Graduate Medical Education and DIO/Associate Professor of Pediatrics, Winthrop University; Ms. Caroline Fischer, Executive Director, Accreditation Standards, ACGME Review Committee for Pediatrics; and panel of Drs. Ann Burke, Javier Gonzalez del Rey, Patricia Hicks and Ms. Kathryn Miller

The workshop will walk 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.

FELLOWSHIP DIRECTORS/FELLOWSHIP COORDINATORS  

A Year in the Program

Lake Audubon

Dr. Debra Boyer, Pediatric Pulmonology Fellowship Program Director, Assistant Professor of Pediatrics, Children's Hospital Boston; Ms. Deb Parsons, Neonatal-Perinatal Fellowship Program Coordinator, Indiana University School of Medicine

Participants will be presented with an overview of the activities of a typical Fellowship Program Director and Fellowship 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.

12:45 pm – 1:45 pm

**Lunch (provided by APPD)
Conservatory (first floor)**

1:45 pm – 2:25 pm

COORDINATORS  

Overview of APPD Coordinators' Section

Reston Suites A

Ms. Deb Parsons, Co-Chair of Coordinators' Executive Committee, Neonatal-Perinatal Fellowship Program Coordinator, Indiana University School of Medicine; Ms. Elizabeth Sanchez-Rocca, Co-Chair of Coordinators' Executive Committee, Pediatric Residency Coordinator, Brookdale University Hospital Medical Center

Mentoring Program - Intro and Presentations

Reston Suites A

Ms. Avis Grainger, Pediatric Residency Program Coordinator, Carolinas Medical Center

This presentation will include an overview of the benefits of the coordinators' mentoring program and how to become involved.

CATEGORICAL AND FELLOWSHIP PROGRAM DIRECTORS  

Hands-On Session

Lake Anne

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

 **Fellowship Directors** will meet separately in **Lake Audubon** to review the American Board of Pediatrics training requirements for subspecialty certification with Dr. Gail McGuinness, Executive Vice President of the American Board of Pediatrics. There will be ample opportunity for questions from participants.

ASSOCIATE PROGRAM DIRECTORS 

Academic Advancement

Reston Suites B

Dr. Lynn Garfunkel, Associate Program Director, Pediatric and MedPeds Training Programs, University of Rochester; Dr. Cynthia Ferrell, Program Director, Oregon Health Sciences Center

Associate program directors often find themselves in a junior faculty role while being given lots of time consuming activities related to the role as Associate Program Director. This session will focus on “making your educational work count twice,” hopefully enabling you to secure promotions along the way.

2:30 pm – 3:10 pm

COORDINATORS  

Preparing for a Site Visit: tips for preparing documentation

Reston Suites A

Ms. Kathryn Miller, Senior Academic Program Coordinator, Johns Hopkins University; Patricia Jacobi, Residency Program Coordinator, Washington University/B-JH/SLCH Consortium

As the amount of documentation required for residency programs continues to increase, it is important for program coordinators to have an organized method for tracking, filing, storing and presenting this information at the site visit. The success of a site visit often depends on having the proper documentation readily available to the site visitor in a way that is organized and professional. This workshop will address the various types of documentation that are required at a site visit and suggestions for how this information can be organized and presented to your program’s best advantage. We will also touch on the coordinator’s potential role in the preparation of the PIF, particularly the Common PIF.

CATEGORICAL AND FELLOWSHIP PROGRAM DIRECTORS  

Leadership Development Plan for PDs and FDs

Lake Audubon

Dr. Ann Burke, Pediatric Residency Program Director, Wright State University and President, APPD; Dr. Grace Caputo, Pediatric Residency Program Director, Phoenix Children’s Hospital / Maricopa Med Center

As Leaders of the residency and fellowship programs within our institutions, we have many competing demands on our time and attention. Many of us struggle with identifying and prioritizing our own professional and personal development plans. This session will enable us to focus our time, attention and energy so we can:

- specify our individual priorities
- develop specific goals and
- create an action plan with a timeline to achieve our goals
- identify a mechanism to enhance accountability to achieve our plan.

ASSOCIATE PROGRAM DIRECTORS 

Hands-On Session

Lake Anne

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

3:15 pm – 3:55 pm

COORDINATORS  

Hands-On Session

Lake Anne

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

CATEGORICAL AND FELLOWSHIP PROGRAM DIRECTORS  

Academic Advancement

Lake Audubon

Dr. Jerry Rushton, Pediatric Residency Director, Indiana University School of Medicine; Dr. Kenneth Roberts, Moses Cone Health System/ University of North Carolina School of Medicine

In addition to running your program, many of us are making education one of our (if not our main) personal career missions. This session will focus on “making your educational work count twice,” hopefully enabling us to secure promotions along the way.

ASSOCIATE PROGRAM DIRECTORS 

Your Role as an Associate Program Director

Reston Suites B

Dr. Lynn Garfunkel, Associate Program Director, Pediatric and MedPeds Training Programs, University of Rochester; Dr. Aditee Narayan, Associate Program Director, Duke University

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.

Monday, September 20, 2010, continued

3:55 pm – 4:05 pm Break

4:05 pm – 5:05 pm

CATEGORICAL DIRECTOR/ASSOCIATE DIRECTORS/FELLOWSHIP DIRECTORS



Professionalism

Grand Ballroom A-C

Dr. Robert McGregor, Program Director, St. Christopher's Hospital for Children and Facilitators from the APPD Board of Directors

Setting expectations, educating, assessing and advancing – a case-based “how to.” In these smaller group sessions, participants will work through a case resident and follow this resident through the steps to the development of a competent professional. The sessions will be facilitated by experienced program directors and promises active participation and sharing of resources and strategies.

COORDINATORS AND FELLOWSHIP COORDINATORS



Scholarly Activity in Fellowships and Residencies

Reston Suites A

Ms. Deb Parsons, Neonatal-Perinatal Fellowship Program Coordinator, Indiana University School of Medicine; Ms. Kathryn Miller, Senior Academic Program Coordinator, Johns Hopkins University

Scholarly Activity is an important American Board of Pediatrics requirement for sitting for the boards when completing a fellowship. Scholarly activity starts in residency, the residency program must demonstrate the opportunity for residents to be involved with scholarly activity and it must be reported on the PIF for a site visit. Scholarly Activity is a required part of graduation in fellowships. We will talk about Scholarly Activity in residency and fellowships and discuss the differences between the two.

Individualized Learning Plans (ILPs)

Reston Suites A

Ms. Kathryn Miller, Senior Academic Program Coordinator, Johns Hopkins University

Individualized Learning Plans are the heart of the Practice-Based Learning and Improvement Competency in both residency and fellowship programs. This session will focus on the elements of the ILP, available methods for documentation, and its usefulness in guiding semi-annual reviews of residents and fellows.

6:00pm Coordinators' Evening Social

Join other coordinators dining together at a local restaurant (at own expense)

Tuesday, September 21, 2010

7:30 am - 8:00 am Continental Breakfast
Grand Ballroom C Foyer

8:00 am - 9:30 am Program Improvement through Program Evaluation
Grand Ballroom A-C

Dr. Patricia Hicks, Program Director, Children's Hospital of Philadelphia; Dr. Adam Pallant, Program Director, Brown 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.

9:35 am – 10:35 am QI and Systems-Based Practice
Grand Ballroom A-C

Dr. Javier Gonzalez del Rey, Program Director, Cincinnati Children's Hospital Medical Center/University of Cincinnati; Dr. Cynthia Ferrell, Program Director, Oregon Health Sciences University

Systems-based practice is one of the most confusing competencies for program directors. Quality improvement activities are the way most programs meet this competency. This session will address the requirements associated with the SBP competency and provide guidance on how to be compliant within your program utilizing QI activities.

10:35 am – 11:00 am Break (Attendees may take advantage of this break to check out of hotel rooms.)

11:00 am – 12:00 pm CATEGORICAL AND ASSOCIATE PROGRAM DIRECTORS

Surviving a Successful Recruitment Season

Grand Ballroom A-C

Dr. Jerry Rushton, Pediatric Residency Director, Indiana University School of Medicine; Dr. Lynn Garfunkel, Associate Program Director, Pediatric and MedPeds Training Programs, University of Rochester; Ms. Kathryn Miller, Senior Academic Program Coordinator, Johns Hopkins University

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.

Tuesday, September 21, 2010

FELLOWSHIP DIRECTORS 

Surviving a Successful Recruitment Season

Lake Audubon

Dr. Debra Boyer, Pediatric Pulmonology Fellowship Program Director, Assistant Professor of Pediatrics, Children's Hospital Boston

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.

COORDINATORS AND FELLOWSHIP COORDINATORS  

11:00 am – 11:20 am **AAP PediaLink**

Lake Anne

Ms. Charlette Nunnery, E-Learning Content, American Academy of Pediatrics

11:20-11:40 **ERAS**

Lake Anne

Ms. Angelique Johnson, Senior Specialist, ERAS Communications & Administrative Services, ERAS, Electronic Residency Application Service

11:40 am – 12 noon **ECFMG**

Lake Anne

Ms. Deb Parsons, Neonatal-Perinatal Fellowship Program Coordinator, Indiana University School of Medicine

Session Codes

Please pay special note to the session codes below and throughout this program. These codes indicate the track each session is targeting and the attendees who would most benefit from the session.

 **Program Directors**

 **Fellowship Directors**

 **Fellowship Coordinators**

 **Associate Program Directors**

 **Program Coordinators**

CME

Physicians

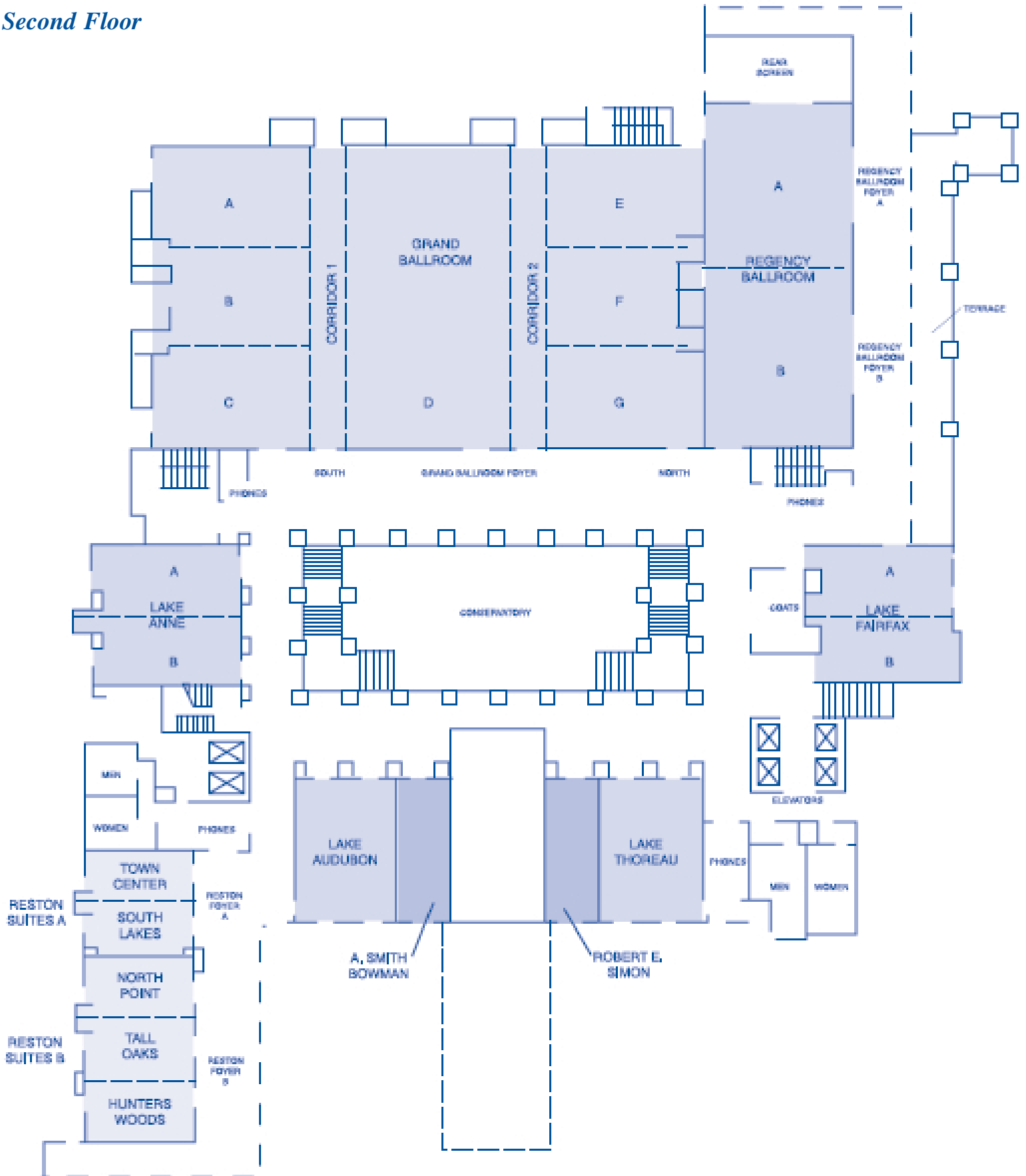
This activity has been planned and implemented in accordance with the Essential Areas and Policies of the Accreditation Council for Continuing Medical Education through the joint sponsorship of the Institute for the Advancement of Human Behavior (IAHB) and the Association of Pediatric Program Directors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

AMA PRA Statement

The IAHB designates this educational activity for a maximum of 11.25 *AMA PRA Category 1 Credit(s)*[™]. Physicians should only claim credit commensurate with the extent of their participation in the activity.

Hotel Floor Plan

Second Floor



2011 Annual Spring Meeting

Association of Pediatric Program Directors

Educational Best Practice and Creative Program Management for the Future

March 31 - April 3, 2011

Hotel InterContinental
Miami, Florida

**PLAN NOW
TO ATTEND!**

Call for Abstracts – Deadline October 1st
Visit www.appd.org/wk11.cfm

APPD Leadership

APPD Leadership

President (2010-2012) - Ann Burke, MD

President-Elect (2010-2012) - Patricia Hicks, MD

Secretary-Treasurer (2010-2013) - Adam Pallant, MD, PhD

Past-President (2010-2012) - Susan Guralnick, MD

Executive Director - Laura Degnon, CAE

Board of Directors

Debra Boyer, MD (2008-2011)

Grace Caputo, MD, MPH (2008-2011)

Cynthia Ferrell, MD, MEd (2010-2013)

Lynn Garfunkel, MD (2009-2012)

Javier Gonzalez del Rey, MD, MEd (2010-2013)

Jerry Rushton, MD, MPH (2008-2012)

Coordinators' Executive Committee

Jaime Bruse, C-TAGME (2009-2012)

Avis Grainger, C-TAGME (2009-2012)

Patricia Jacobi (2010-2013)

Kathryn Miller BS, C-TAGME (2010-2013)

Deb Parsons, C-TAGME (2008-2011), Co-Chair

Elizabeth Sanchez-Rocca, C-TAGME (2008-2011), Co-Chair

Nominating Committee

Susan Guralnick, MD (2010-2012), Chair

Joel Forman, MD (2009-2011) ~ Richard Shugerman, MD (2010-2012)

APPD Task Force Leadership

Curriculum Task Force

Karin Hillenbrand, MD, Chair

Becky Blankenburg, MD, Vice Chair

Evaluation Task Force

Suzette Caudle, MD, Chair

Ann Guillot, MD, Vice Chair

Faculty Development Task Force

Clifton E. Yu, MD, Chair

Nancy Spector, MD, Vice Chair

Learning Technology Task Force

Joel Forman, MD, Chair

Franklin Trimm, MD, Vice Chair

Research Task Force

Linda Waggoner-Fountain, MD, Vice Chair

Heather McPhillips, MD, Vice Chair

APPD Regional Chairs

Mid-America Region

Raheel Khan, MD, Chair

Abdulla Ghori, MD, Associate Director Chair

Jean Ashley, Coordinator Chair

Mid-Atlantic Region

Paul Bellino, MD, Chair

Nancy Spector, MD, Associate Director Chair

Stephen Schraith, Coordinator Chair

Midwest Region

Stacy McConkey, MD, Chair

Peter Smith, MD, Fellowship Director Chair

Ambrosya Amlong, Coordinator Chair

New York/New Jersey Region

Joel Forman, MD, Chair

Beth Woolf, Coordinator Chair

New England Region

Edwin Zalneraitis, MD, Chair

Vanessa Goodwin, Coordinator Chair

Southeast Region

Betty Staples, MD, Chair

Esther Thoman, Coordinator Chair

Southwest Region

Surendra Varma, MD, Chair

Judy Behnke, Coordinator Chair

Western Region

Adam Rosenberg, MD, Chair

Kathy Morten, Coordinator Chair

