

# Association of Pediatric Program Directors

## *13th Annual Fall Meeting*

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

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

**September 9 - 11, 2009**

***The Westin Arlington Gateway Hotel  
Arlington, 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 9, 2009

7:00 pm - 10:00 pm

**Dinner at Westin Arlington Gateway Hotel**

*F. Scott Fitzgerald C*

*(additional fee of \$15.00 required)*

**Keynote Address: Top Ten List for Program Leaders: Why This is a Great Job!**

*Theodore Sectish, MD, Program Director and Associate Professor, Children's Hospital Boston*

## Thursday, September 10, 2009

7:30 am - 8:00 am

**Registration and Continental Breakfast**

*Fitzgerald Foyer*

8:00 am - 8:15 am

**Welcome and Introduction**     

**Sesame Street Primer/Alphabet Soup**

*F. Scott Fitzgerald C/D/E*

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

8:15 am - 9:30 am

**PLENARY SESSION**     

**Updates for Core and Fellowships from the following:**

*F. Scott Fitzgerald C/D/E*

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

*Dr. Susan Guralnick, Pediatric Residency Program Director, Stony Brook University School of Medicine and President, APPD; Ms. Laura Degnon, Executive Director, APPD*

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

*Ms. Charlette Nunnery, Manager, E-Learning Content, 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)**

*Ms. Mona Signer, Executive Director, NRMP*

9:30 am - 10:30 am

**Overview of Institutional and Common Program Requirements**     

*F. Scott Fitzgerald C/D/E*

*Dr. Joe Gilhooly, Professor, Vice Chair of Education, Oregon Health Sciences University*

As we all focus on our individual program requirements, this session will help us step back and recognize the general requirements which must be in place for our individual programs to be successful.

10:30 am - 10:45 am

**Break**

10:45 am - 11:45 am

**CATEGORICAL DIRECTORS/ASSOCIATE DIRECTORS/COORDINATORS**   

### **A Year in the Program**

*F. Scott Fitzgerald C/D/E*

*Dr. Patricia Hicks, Program Director, Children's Hospital of Philadelphia; Dr. Grace Caputo, Pediatric Residency Program Director, Phoenix Children's Hospital / Maricopa Med Center; Ms. Lorryne 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.

**FELLOWSHIP DIRECTORS/FELLOWSHIP COORDINATORS**



**Surviving a Site Visit in the Competencies Era**

**F. Scott Fitzgerald A/B**

*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*

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**

**F. Scott Fitzgerald C/D/E**

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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**

**F. Scott Fitzgerald A/B**

*Dr. Debra Boyer, Assistant Director, Associate Professor, Pulmonology, 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)**

**F. Scott Fitzgerald A/B & Foyer**

Please visit the buffet in the Foyer and then take your lunch to Fitzgerald A/B where you'll find tables and networking opportunities.

**1:45 pm – 2:25 pm**

**ASSOCIATE PROGRAM DIRECTORS**



**Your Role as an Associate Program Director**

**F. Scott Fitzgerald D**

*Dr. Lynn Garfunkel, Associate Program Director, Pediatric and MedPeds Training Programs, University of Rochester; Dr. Nancy Spector, Associate Program Director, Pediatrics, St. Christopher's Hospital for Children*

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.

**CATEGORICAL AND FELLOWSHIP PROGRAM DIRECTORS**



**Academic Advancement**

**F. Scott Fitzgerald C**

*Dr. Jerry Rushton, Pediatric Residency Director, Indiana University School of Medicine; Dr. R. Franklin Trimm, Program Director and Professor of Pediatrics, University of South Alabama*

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.

**COORDINATORS**



**Hands-On Session**

**Hemingway 1/2**

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.

2:25 pm – 3:05 pm

ASSOCIATE PROGRAM DIRECTORS 

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**Hemingway 1/2**

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CATEGORICAL AND FELLOWSHIP PROGRAM DIRECTORS  

**Your Role as the Team Leader**

**F. Scott Fitzgerald C**

*Dr. Ann Burke, Pediatric Residency Program Director, Wright State University; Dr. Ted Sectish, Program Director and Associate Professor, Children's Hospital Boston*

With the expanding number of associate and assistant directors and coordinators, our residency leadership teams have grown. How should our role as leaders develop and expand? This session will begin to examine these issues of team leading and group processes.

COORDINATORS  

**APPD Coordinators' Section**

**F. Scott Fitzgerald E**

**Overview of the APPD Coordinators' Section**

*Members of the APPD Coordinators' Executive Committee (Co-Chairs: Ms. Lorraine Garcia, Peds/Med-Peds Coordinator, Mount Sinai School of Medicine/NY and Ms. Marlene Keawe, Pediatric Residency Program Administrator, University of Hawaii; Ms. Jaime Bruse, Program Coordinator, University of Utah/Primary Children's Medical Center; Ms. Avis Grainger, Pediatric Residency Program Coordinator, Carolinas Medical Center; Ms. Deb Parsons, Neonatal-Perinatal Fellowship Program Coordinator, Indiana University School of Medicine; and Ms. Elizabeth Sanchez-Rocca, Pediatric Residency Coordinator, Brookdale University Hospital Medical Center)*

**Mentoring Program**

*Ms. Elizabeth Sanchez-Rocca, Pediatric Residency Coordinator, Brookdale University Hospital Medical Center*

We will explore methods of Mentoring with other coordinators in residency and fellowship programs.

3:05 pm – 3:45 pm

ASSOCIATE PROGRAM DIRECTORS 

**Academic Advancement**

**F. Scott Fitzgerald D**

*Dr. Lynn Garfunkel, Associate Program Director, Pediatric and MedPeds Training Programs, University of Rochester; Dr. R. Franklin Trimm, Program Director and Professor of Pediatrics, University of South Alabama*

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.


CATEGORICAL AND FELLOWSHIP PROGRAM DIRECTORS  

**Hands-On Session**

**Hemingway 1/2**

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.

**Hemingway 3**

 **Fellowship Directors** will meet separately 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.

COORDINATORS AND FELLOWSHIP COORDINATORS  

**Coordinators' Task Forces**

**F. Scott Fitzgerald E**

*Ms. Therese D'Agostino, Pediatric Residency Program Coordinator, Massachusetts General Hospital*

**Tools Task Force**

**Professional Development**

**Supervisory Management/Team Work**

## Thursday, September 10, 2009, continued

3:45 pm – 4:00 pm Break

4:00 pm – 5:00 pm

**CATEGORICAL DIRECTOR/ASSOCIATE DIRECTORS/FELLOWSHIP DIRECTORS**



### Professionalism

**F. Scott Fitzgerald C**

*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**



### Professionalism in Administrative Management

**F. Scott Fitzgerald E**

*Facilitators from the APPD Board of Directors*

Coordinators will explore concrete definitions for professionals in administrative management.

6:00pm

**Coordinators' Evening Social**



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

## Friday, September 11, 2009

7:30 am - 8:00 am

**Continental Breakfast**

**F. Scott Fitzgerald Foyer**

8:00 am - 9:30 am

**Program Improvement through Program Evaluation**



**F. Scott Fitzgerald C/D/E**

*Dr. Joseph Gilhooly, Professor and Vice Chair for Education, Oregon Health Sciences University; Dr. Patricia Hicks, Program Director, Children's Hospital of Philadelphia*

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.

9:30 am – 10:30 am

**Individualized Learning Plans (ILPs) and Learning Portfolios:**



**New Age Educational Tools**

**F. Scott Fitzgerald C/D/E**

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

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

10:30 am – 11:00 am

Break

11:00 am – 12:00 pm

**CATEGORICAL, ASSOCIATE AND FELLOWSHIP DIRECTORS**



### Surviving a Successful Recruitment Season

**F. Scott Fitzgerald C/D/E**

*Dr. Dena Hofkosh, Pediatric Residency Program Director, Children's Hospital of Pittsburgh; 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. Cindy Colpitts, Program Coordinator, University of Nebraska-Creighton*

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/FELLOWSHIP COORDINATORS**



11:00 am – 11:30 am

**AAP PediaLink**

**F. Scott Fitzgerald A/B**

*Ms. Charlette Nunnery and Ms. Doris Santos, E-Learning Content, American Academy of Pediatrics*

Updates to the newly developed web program.

## Friday, September 11, 2009, continued

11:30 am – 12 pm

ECFMG



**F. Scott Fitzgerald A/B**

*Ms. Marlene Keawe, Pediatric Residency Program Administrator, University of Hawaii*

Understanding the relationship between the ECFMG, the FMG and getting a J-1 VISA.

**CATEGORICAL, ASSOCIATE AND FELLOWSHIP DIRECTORS  
COORDINATORS/FELLOWSHIP COORDINATORS**



12:00 pm – 1:00 pm

**New media, social networking websites, and disruptive technology:**

**How to consider pros and cons of resident and program use**

**F. Scott Fitzgerald C/D/E**

*Dr. Patricia Hicks, Program Director, Children's Hospital of Philadelphia ; Dr. Jerry Rushton, Pediatric Residency Director, Indiana University School of Medicine; Dr. Glenn Stryjewski, Associate Program Director, Thomas Jefferson University/A I duPont Hospital for Children; and several regional trainees (TBA)*

Facebook, Twitter, Podcasts, and other new technology are not just for personal use by the younger generations any longer. This session will touch on the many aspects of how programs may adopt creative learning opportunities, review uses for recruiting (or screening), and address potential professionalism issues.

**COORDINATORS/FELLOWSHIP COORDINATORS**



1:00 pm – 1:30 pm

**Lunch Chat Session by Tables**

**Hemingway 3**

Please pick up your boxed lunch in Fitzgerald C and take it with you to Hemingway 3.

1:00 pm – 1:30 pm

**Boxed Lunch available (provided by APPD)**



**F. Scott Fitzgerald C**

Please pick up your boxed lunch in the back of the meeting room. Fitzgerald C has been reserved for your lunch until 1:30 pm.

## 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 [The Institute for the Advancement of Human Behavior (IAHB)] and The Association of Pediatric Program Directors [APPD]. IAHB is accredited by the ACCME to provide continuing medical education for physicians.

### AMA PRA Statement

IAHB designates this educational activity for a maximum of 11.75 *AMA PRA Category 1 Credit(s)*<sup>TM</sup>. Physicians should only claim credit commensurate with the extent of their participation in the activity.

## 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

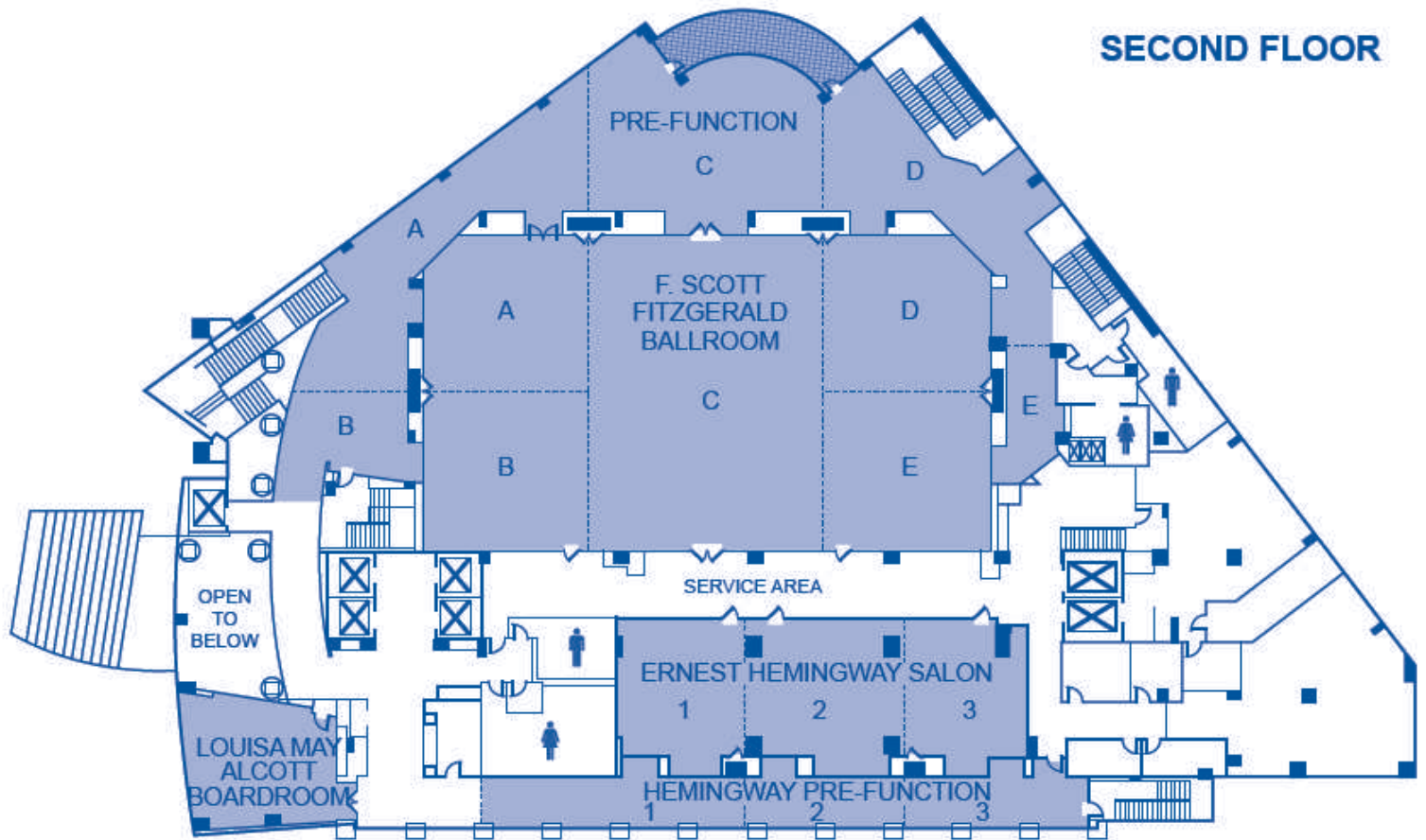
Associate Program Directors

Fellowship Directors

Program Coordinators

Fellowship Coordinators





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**CALL FOR WORKSHOPS/ABSTRACTS/QI PROJECTS**



***Innovations in Pediatric Education:  
Evidence and Experience***

Workshops/Abstracts/QI Projects now being accepted  
for possible presentation at the

**2010 Annual Spring Meeting**

**Chicago, Illinois**

**April 15-18, 2010**

*Details available with submission materials on-line at  
[www.appd.org/submission.cfm](http://www.appd.org/submission.cfm)*

*Deadline for submission: October 8, 2009*

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# 2010 Annual Spring Meeting

## Association of Pediatric Program Directors



*Innovations in Pediatric Education:  
Evidence and Experience*

**April 15-18, 2010**  
**Chicago, Illinois**

**PLAN NOW TO ATTEND!!**



### *APPD Leadership*

#### *APPD Leadership*

**President (2008-2010)** - Susan Guralnick, MD  
**President-Elect (2008-2010)** - Ann Burke, MD  
**Secretary-Treasurer (2007-2010)** - Joseph Gilhooly, MD  
**Past-President (2008-2010)** - Robert McGregor, MD  
**Executive Director** - Laura Degnon, CAE

#### *Board of Directors*

Debra Boyer, MD (2008-2011)  
 Grace Caputo, MD, MPH (2008-2011)  
 Lynn Garfunkel, MD (2009-2012)  
 Patricia Hicks, MD (2007-2010)  
 Dena Hofkosh, MD (2007-2010)  
 Jerry Rushton, MD, MPH (2008-2011)

#### *Coordinators Executive Committee*

Lorrayne Garcia, C-TAGME (2007-2010), Co-Chair  
 Marlene Keawe (2007-2010), Co-Chair  
 Jaime Bruse, C-TAGME (2009-2012)  
 Avis Grainger, C-TAGME (2009-2012)  
 Deb Parsons, C-TAGME (2008-2011)  
 Elizabeth Sanchez-Rocca, C-TAGME (2008-2011)

#### *Nominating Committee*

Joel Forman, MD ~ Robert McGregor, MD ~ Heather McPhillips, MD

#### *APPD Task Force Leadership*

##### **Curriculum Task Force**

Susan Bostwick, MD, Chair  
 Karin Hillenbrand, MD, Vice Chair

##### **Evaluation Task Force**

Marc Majure, MD, Chair  
 Suzette Caudle, MD, Vice Chair

##### **Faculty Development Task Force**

Clifton E. Yu, MD, Chair  
 Keith Mann, 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  
 Hilary Haftel, 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**

James Nocton, MD, Chair  
 Keith Mann, MD, Associate Director Chair  
 Tara Shirley, Coordinator Chair

##### **Northeast Region**

Edwin Zalneraitis, MD, Chair  
 Vanessa Goodwin, Coordinator Chair

##### **New York/New Jersey Region**

Joel Forman, MD, Chair  
 Beth Woolf, Coordinator Chair

##### **Southeast Region**

Mark Bugnitz, MD, Chair  
 Karen Ariemma, Coordinator Chair

##### **Southwest Region**

Surendra Varma, MD, Chair  
 Judy Behnke, Coordinator Chair

##### **Western Region**

Adam Rosenberg, MD, Chair  
 Kathy Morten, Coordinator Chair