



AHME ACADEMY

FRIDAY, FEBRUARY 1, 2013

GOVERNOR'S HALL
EMORY MILLER-WARD ALUMNI HOUSE

Emory Campus ~ 815 Houston Mill Road ~ Atlanta, GA 30329

7:45 **Registration & Continental Breakfast**

8:15 **Welcome**

8:25 **ACGME Update and Overview**

Tia O. Drake

Director, Graduate Medical Education
Washington University School of Medicine
St. Louis, MO

By the end of this session, the learner will be able to:

- Understand the ACGME structure and how the major ACGME committees work together to determine compliance
- Outline expected changes from the current accreditation system to the evolving expectations of the NAS
- Summarize the Categorized Common Program Requirements to assure substantial compliance
- Identify useful ACGME resources to gain a better understanding of common requirements

9:30 **Understanding Competencies & Milestones**

Jacqueline Riley

Residency Program Coordinator, Pediatrics
Emory University School of Medicine
Atlanta, GA

By the end of this session, the learner will be able to:

- Describe updated ACGME requirements and timelines for milestones
- Identify published milestones and application of assessment methods/tools

10:30 **Break**

10:45 **GME Training Program Administrators' Best Practices**

Diana Collazo, MHA

Director GME/Academic Affairs
Orlando Health
Orlando, FL

By the end of this session, the learner will be able to:

- Identify processes that will improve work flow in programs
- Prepare for upcoming NAS and CLER compliance
- Provide network opportunities with program administrators and share best practices

"GME Jeopardy"

Diana Collazo, MHA

Director GME/Academic Affairs
Orlando Health
Orlando, FL

Joanne Battaglia

Sr. Academic Program Manager
Medical Education—Internal Medicine
Orlando Health

By the end of this session, the learner will have:

- Enhanced knowledge of ACGME terminology and resources
- Understanding of multiple aspects of residency program management

12:15 Lunch - A copy of AHME's *Guide to Medical Education in the Teaching Hospital* will be given away to one lucky attendee!!

1:00 Professional Development of Coordinators/Administrators

Marilane Bond, EdD, MBA
Assistant Dean for Graduate Medical Education
Emory University School of Medicine
Atlanta, GA

By the end of this session, the learner will be able to:

- Describe competencies for training program coordinators/administrators
- Understand the application of the Dreyfus Model to your own professional development
- Utilize templates to design an individualized professional development plan

2:00 Organization and Efficiency

Ebony M. Mackey, BS
Program Administrator, OB/GYN
Morehouse School of Medicine
Atlanta, GA

By the end of this session, the learner will be able to:

- Describe methods for becoming more organized and maintaining that organization
- Identify resources and strategies to improve your efficiency in your role as Program Coordinator

3:00 Break

3:15 Succeeding in the ACGME's NAS:
Strategies for Program Administrators & Coordinators

Carrie Eckart, MBA
Assistant Vice President, GME
UPMC Medical Education
Pittsburgh, PA

By the end of this session, the learner will be able to:

- Describe updated ACGME requirements, processes and activities of the NAS, including CLER and milestones
- Prepare for the evolving role of the residency administrator/coordinator as part of the program team
- Develop strategies to work within your program and institution to identify opportunities for improvement and innovation

4:15 Open Discussion

**WANT ALL OF YOUR STAFF TO ATTEND?
SEE THE REGISTRATION FORM FOR
GROUP DISCOUNT RATES!**

Hotel Information

Sleeping rooms are available
for January 31 and February 1
at The University Inn at Emory
for a rate of \$99 per night plus tax.
Ask for the "A-H-M-E" discounted room rate
when you make your reservation.

HURRY!

DEADLINE FOR RESERVATIONS IS 01/17/13.

Call 1-800-654-8591 or 1-404-634-7327



AHME Academy Registration Form

Governor's Hall ~ Emory Miller-Ward Alumni House on Emory Campus ~ 815 Houston Mill Road ~ Atlanta, GA

Single & Multi-Person Registrations - Register with check or credit card by fax or mail.

Single-Person Registrations Only - Register on-line by credit card at www.ahme.org

Institution Name _____

Registrant #1: Main Contact for Registration

Name _____ Degree _____

Title _____ Department _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

Special physical or dietary needs: _____

Registrant #2:

Name _____ Degree _____

Title _____ Department _____

Email _____

Special physical or dietary needs: _____

Registrant #3:

Name _____ Degree _____

Title _____ Department _____

Email _____

Special physical or dietary needs: _____

Registrant #4:

Name _____ Degree _____

Title _____ Department _____

Email _____

Special physical or dietary needs: _____

Registrant #5:

Name _____ Degree _____

Title _____ Department _____

Email _____

Special physical or dietary needs: _____

~~ ADDITIONAL REGISTRANTS MAY BE SUBMITTED ON A SEPARATE SHEET ~~

PAYMENT CALCULATION - Registration fees apply to both members and non-members of AHME

Up to 5 people:

__ member registrants X \$250 = \$ ____ (a) __ non-member registrants X \$300 = \$ ____ (b) Total Due (a+b) = ____

6-15 people:

__ member registrants X \$200 = \$ ____ (a) __ non-member registrants X \$250 = \$ ____ (b) Total Due (a+b) = ____

16 or more people:

__ member registrants X \$150 = \$ ____ (a) __ non-member registrants X \$200 = \$ ____ (b) Total Due (a+b) = ____

~~ REGISTRATION DEADLINE: JANUARY 25, 2013 ~~

METHOD OF PAYMENT - NOTE: If registering by check/mail, be sure to fax your registration as well to 724-864-6153.

___ Credit Card: ___ Visa ___ MasterCard **Single & Multi-Person Registrations - Register with check or credit card by fax or mail.**
Single-Person Registrations Only - Register on-line by credit card at www.ahme.org

Card # _____ Exp. Date _____ Total Cost to Charge to Card _____

Signature _____ Print Name _____

___ Check Enclosed: Made payable to **AHME** - mail to: **AHME, PO Box 725, Indiana, PA 15701**

___ Check to Follow: Fax a copy of your internal check request to 724-864-6153

Cancellation Policy: In the event of cancellation, a refund of the registration fee, less a 25% administration fee, may be obtained only by written request to the AHME Executive Director by January 25, 2013.