



AHME ACADEMY

Friday,
November 6, 2009
The Midtown Hotel
Boston, MA

8:00 Registration

8:20 Welcome/Introductions

8:30 GME 101 (Acronyms - Alphabet Soup)

Marlene R. Cooper

Executive Director, Graduate Medical Education
University of Pittsburgh Medical Center
Pittsburgh, PA

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

- o Identify at least three resources that can be used by GME staff and leadership
- o Discuss how GME roles relate to other organizations/associations, such as AAMC, ABMS, AOA, ACGME
- o Describe how GME functions interrelate with hospital Joint Commission accreditation, Medicare, and corporate compliance
- o Describe basic knowledge and skills required for appropriate GME management

9:45 Preparing for a Site Visit

Catherine M. Eckart, MBA

Director, Graduate Medical Education
University at Buffalo School of Medicine
Buffalo, NY

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

- o How to prepare for a program site visit, including completion of the Program Information Form (PIF)
- o How to prepare for an institutional site visit, including completion of the Institutional Review Document (IRD)
- o An overview of what an ACGME site visitor usually looks for during the site visit
- o The GMEC's role and requirements pertaining to accreditation

10:45 Break

11:00 Recipe for Conducting Successful Internal Reviews

Carolyn C. Snipe, MA

Director of Graduate Medical Education
North Shore - Long Island Jewish Health System
Great Neck, NY

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

- o Discuss at least 3 key elements of a successful Internal Review policy, including appropriate Internal Review participants
- o Describe the need for an institution policy that ensures standards of excellence for all sponsored programs
- o Develop tools to assure appropriate documentation of key accreditation issues (i.e., develop a standard question guide and a standard internal review template)
- o Monitor compliance with identified areas of concern

12:15 Lunch

1:15 **NRMP Update**

Mona M. Signer
Executive Director
National Resident Matching Program
Washington, DC

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

- o Navigate the NRMP Web application (R3 System)
- o Identify policy-related issues
- o Describe the process for participating in the "managed" Scramble scheduled for implementation in 2011/2012

2:15 **Using Educational Committees and the Resident Survey for Program Improvement**

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

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

- o Develop plans to resolve problems identified by the house staff
- o Review the progress of changes implemented to resolve prior citations
- o Identify new areas of noncompliance and ways to document the program's compliance on this issue

3:20 **Break**

3:30 **Integrating Competencies Into Your Educational Program**

Vaughn V. Wright, Ed
Education Accreditation Specialist
Christiana Care Health System
Newark, DE

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

- o Identify methods to assist PDs in demonstrating program improvement, evaluation, and assessment
- o Identify examples of educational content for each of the competencies
- o Describe the importance of an assessment system for your program
- o Identify successful partnerships to implement ACGME competencies
- o Identify assessment strategies that gauge a resident's competence

4:30 **Open Discussion**

Hotel Information

Sleeping rooms are available at The Midtown Hotel at a rate of \$139 a night. Ask for the "A-H-M-E" discounted room rate when you make your reservation. **Deadline for reservations is 10/06/09.** Call 617-262-1000.

AHME Academy Registration Form

Please complete this registration form and mail with check or money order made payable to: Association for Hospital Medical Education (AHME), P.O. Box 725, Indiana, PA 15701 or fax credit card info to 724-864-6153. Go to www.ahme.org to register online.

Name: _____

Title: _____

Institution: _____

Address: _____

City: _____ State: _____ Zip: _____

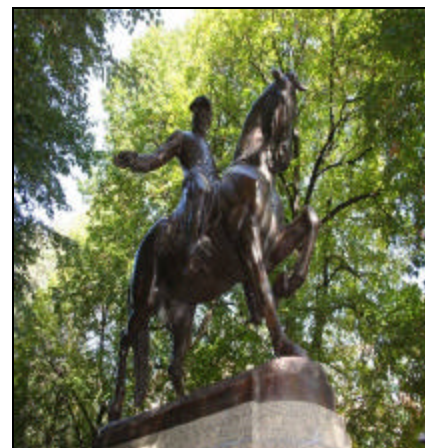
Phone: (_____) _____

Fax: (_____) _____

Email: _____

Special physical or dietary needs: _____

Registered Guest Name: _____



Registration for AHME Academy
Deadline: November 2, 2009
Registration fees apply to both members and non-members.

On or before 10/22 On or after 10/23
\$345 _____ \$375 _____

In the event of cancellation, a refund of the registration fee, less 25% administration fee, may be obtained only by written request to the AHME Executive Director by November 1, 2009.