



AHME ACADEMY

Monday,
February 7, 2011
Sonesta Hotel
Orlando, FL

8:00 Registration

8:20 Welcome/Introductions

8:30 Orientation/Onboarding Best Practices

Phyllis Thackrah, MS

Administrative Director of Medical Education
Maricopa Medical Center
Phoenix, AZ

By the end of this session the learner will be able to create an audience-friendly program while:

- o Satisfying regulatory, accreditation and institutional requirements
- o Complementing live speakers with web-based technology

9:30 Conducting Successful Internal Reviews

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:

- 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 List and describe 5 items that are used to determine compliance with program requirements

10:30 Break

10:45 Integrating Competencies Into Your Educational Program

Vaughn V. Wright, EdD

Education Accreditation Specialist
Christiana Care Health System
Newark, DE

By the end of this session, the learner 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

12:00 Lunch

A copy of AHME's Guide to Medical Education in the Teaching Hospital will be given away to one lucky attendee!!

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

- o Identify at least two current ECFMG certification requirements
- o Provide overview of J-1 Visa sponsorship
 - Key Regulations
 - EVNET - the new on-line sponsorship application
 - Timelines
- o Understand program responsibilities associated with J-1 physicians

1:45 **Preparing for a Site Visit**

Catherine M. Eckart, MBA
 Director of Medical Education
 University at Buffalo School of Medicine & Biomedicine
 Buffalo, NY

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

- o Articulate how to prepare for a program/institutional site visit, including completion of the Program Information Form (PIF)
- o Identify three key elements of what an ACGME site visitor usually looks for during the site visit
- o Describe the role of the GMEC and requirements pertaining to the accreditation process

2:45 **Break**3:00 **Program Report Card**

Catherine M. Eckart, MBA
 Director of Medical Education
 University at Buffalo School of Medicine & Biomedicine
 Buffalo, NY

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

- o Design and implement a comprehensive residency program report card
- o Identify objective program-specific metrics that are useful across specialties
- o Longitudinally compare residencies to each other and to past performance using report card and metrics

Hotel Information

Sleeping rooms are available at the Sonesta Hotel at a rate of \$99 a night.
 Ask for the "A-H-M-E" discounted room rate when you make your reservation.
Deadline for reservations is Monday, 1/24/11. Call 1-800-SONESTA.

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: January 31, 2011

Registration fees apply to both members and non-members.

On or before 1/21 On or after 1/22
 \$250 _____ \$275 _____

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 January 31, 2011.