

# NEW COORDINATORS WORKSHOP

**ARCS**

**Association of Residency  
Coordinators in Surgery**

**ORLANDO, FLORIDA  
APRIL 24, 2013**



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**ARCS Annual Meeting 2013  
Presenter Disclosure Slide**

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**Association of Residency Coordinators in Surgery ♦ New Coordinators Workshop**

**ARCS Executive Committee**

**Nothing To Disclose**





**A professional organization established to:**

- ❖ Be an educational resource**
- ❖ Encourage the exchange of ideas**
- ❖ Provide a support network**



# **2012-2013 EXECUTIVE COMMITTEE**

- ❖ **Linda Shaffer, C-TAGME – President & ARCS Liaison to APDS**
- ❖ **Mary Burda - President-Elect**
- ❖ **Chi Quach - Executive Secretary**
- ❖ **Dawn Fountain - Professional Development Chair & Mentor Program**
- ❖ **Kim Molteg, C-TAGME – Sunshine & Social Event Chair**
- ❖ **Stephanie Rowe - Web Manager and Newsletter Chair**
- ❖ **Laura Warner, C-TAGME - Mentor Program / SCORE Rep**
- ❖ **Lillian Figueroa, C-TAGME - ARCS Liaison to ACS**
- ❖ **Donna Guinto, C-TAGME - Immediate Past President**



# Executive Committee

- ❖ 1-2 new members added each year
- ❖ Liaison between:
  - The Association of Residency Coordinators in Surgery (ARCS)
  - The Association of Program Directors in Surgery (APDS)
  - The American College of Surgeons (ACS)
  - The American Board of Surgery (ABS)
  - The Accreditation Council for Graduate Medical Education (ACGME)
  - Ad Hoc Committees
- ❖ Organize the annual conference agenda & **Much More!**
- ❖ Represent ARCS:
  - APDS Program Committee / APDS Board Meetings
  - SCORE Committee
  - ACS



- ❖ **Become a member of ARCS**
- ❖ **Attend Surgical Education Week (SEW)**
- ❖ **Sign up for a mentor**
- ❖ **Network with fellow coordinators**

## **Ask Questions**

- ❖ **Become a member of the listserv - contact**
  - **[Margaret.tarpley@vanderbilt.edu](mailto:Margaret.tarpley@vanderbilt.edu)**
  - **[Stephanie.rowe@@vanderbilt.edu](mailto:Stephanie.rowe@@vanderbilt.edu)**
- ❖ **Visit websites frequently**
  - **[www.arcsurgery.org](http://www.arcsurgery.org)**



# Workshop Presentations

- ❖ Who's Who – Laura
- ❖ Calendar of Events – Mary
- ❖ Keeping Organized – Chi
- ❖ Recruitment Cycle – Linda
- ❖ Orientation - Kim
- ❖ Duty Hours - Mary
- ❖ Case Logs – Lillian
- ❖ Evaluations and Competencies – Dawn
- ❖ FCS, ACS Curriculum – Alison Casey
- ❖ **Q & A**