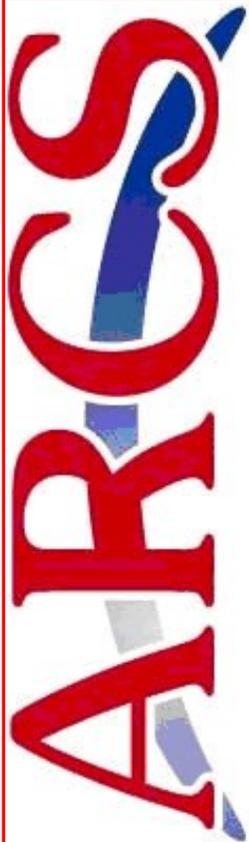


NEWSLETTER

Winter 2016



Surgical Education Week

April 12-16, 2016

Boston, MA



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Message From The President



Happy New Year! I hope you have had a wonderful holiday break and the final stage of the recruitment interview process is going smoothly. Next up, ABSITE (January), Rank list (February), Match Day (March) and our annual ARCS meeting in Boston, Massachusetts at the Westin Copley Place from April 14-16, 2016.

I would like to give a big THANK YOU to the ARCS Executive Committee for their dedication and hard work this year with the ACS presentations and planning for our annual ARCS meeting in the spring. We have an excellent educational program ahead of us. I would like to thank everyone who submitted an abstract for our meeting. We had an overwhelming number of excellent abstracts this year. Unfortunately we are not able to accept all the abstracts, but as always, we highly encourage you to submit again next year.

I would also like to thank all the program directors who submitted an application to nominate their residency coordinators.

The ARCS will run a full conference, beginning April 13th for the new coordinators with 0-3 years of experience. ARCS registration will open on April 13, 2016 at 8 am. On April 14th, we will start our program, with registration and breakfast at 7:30 am. The program will adjourn on Saturday, April 16th. Our keynote speaker at our spring meeting will be Dr. Timothy Brigham, Chief of Staff and Senior Vice President, Department of Education at the ACGME. Please refer to the Surgical Education Week program for details about the speaker, topics and time of presentations. The registration form for the Surgical Education Week will be available soon, and will be posted on the APDS and ARCS website. The hotel registration for the meeting is now available on the APDS website (www.apds.org).

In keeping with tradition, for Project BOB, the ARCS Executive Committee has decided on the Children of Wounded Warriors charity. The organization is dedicated to aiding the children of US Military, Law Enforcement and Fire Rescue personnel. I hope we are able to make a significant donation to this charity.

We will also continue with the door prizes. Please remember you must be present to win.

I look forward to seeing you all in Boston, MA in April. May the New Year be a journey full of happy adventures and a healthy future for all of you. If you have questions, suggestions, or would like further information, please contact me at cquach@mednet.ucla.edu

Chi Quach
ARCS President 2015-2016

2015 ACS Clinical Congress Medical Student Program

The Windy City is a world-class destination. There is something for everybody to enjoy in Chicagoland. During our visit, we had the pleasure and enjoyment of presenting to over 345 students who attended the 2015 American College of Surgeons Clinical Congress in Chicago, IL, at the McCormick Place Convention Center. These sessions were held on two days starting Sunday, October 4th and running through Monday, October 5th, involving ARCS representation, for both US and International medical students.

Sunday's roundtable reception topics were presented to all students, MS-1's through MS-4's. They included 2 tables of "I've Matched, Now What?" and "Considerations for Your Residency and A Day in the Life of an Intern – Tips for the First Months of Residency" and 2 tables of "Useful Information for International Medical Students" plus 34 other roundtable topics occurring at the same time. An overall day's score of 4.44 was received on a Likert Scale of 1 to 5, 5 = strongly agree. The topics were well-received and a few comments included "loved the roundtable discussions; time was amazing and invaluable."

On Monday, ARCS presented once again in another session entitled "Preparing for Interview Day - Tips and Tricks from the Experts – ERAS, NRMP, SOAP & More" plus three other stations running simultaneously. That session was presented to MS-1's through MS-3's receiving an overall score of 4.41. All topics presented, were a compilation of updated FAQ's submitted by each member of the ARCS Executive Committee and distributed to the medical students daily which are available on the ARCS website to view. After another very successful American College of Surgeons Clinical Congress, we now look forward to seeing everyone in Boston in the spring during Surgical Education Week.



The 2015-2016 ARCS Executive Committee members shared information with the medical students who attended the 2015 ACS Clinical Congress at McCormick Place in Chicago, Illinois.

New ARCS Members

Four coordinators were approved for membership at the October 2015 APDS Board of Directors Meeting in Chicago, IL. Please join us in welcoming the following new ARCS members!

Kathy Finn

Mountain View Hospital
3150 N. Tenaya Way, Suite 480
Las Vegas, NV 89128

Richard Nagle

Cleveland Clinic Florida
2950 Cleveland Clinic Boulevard
Weston, FL 33331

Vanessa Jordan

Pinacle Health
205 S. Front Street, Brady A
Harrisburg, PA 17104

Blessing Nnoruka

Kaiser Permanente Medical Center, Los Angeles
4733 W. Sunset Boulevard, 3rd Floor
Los Angeles, CA 90027

ARCS Membership Update

We currently have over 270 members and are very excited that the membership continues to grow on a yearly basis. Please take a moment to review your contact information on our website. If any changes are needed, please contact Susan Ratliff at sratlif@emory.edu.

If you're not yet a member but would like to join, the process is simple. The membership application is available online at www.arcsurgery.org. Your application must include your current CV and a letter of support from your Program Director. All items should be mailed to:

APDS/ARCS Headquarters Office
6400 Goldsboro Road
Suite 200
Bethesda, MD 20817-5846

Are you an ARCS Member? If not, you should be...and here's why:

Being a member provides you, the coordinator, with several tangible benefits, but the true impact of belonging to a professional organization comes from being an active member of that organization and supporting its goals and helping it to grow and become stronger. By doing so, you develop a vested interest in your own growth, your own success and your own professional future, as well as the organization's.

The networking opportunities within the membership are invaluable. Our coordinators are one of our best sources of information, ideas, support, and friendship. Each year, men and women of the organization exchange ideas, form new friendships, and feel a collective sigh of relief as we realize that we are not alone. *Over the past 10 years a lot of changes have occurred in the coordinator duties which has led to a large volume of job turnover in the world of residency coordinators. Being a member of ARCS allows a connection with others experiencing the same trials and tribulations.*

There is strength in numbers and ARCS is a large, strong leader among the specialties. ARCS affords its members the opportunity to meet people from all across our country, contributing to that all important networking system. Besides sharing with one another, ARCS provides a venue to become involved nationally, which in turn promotes your program and helps it to be recognized. Lastly, professional membership confers a special status on those individuals who hold it. It is important to note that when you pay the registration fee for the Spring APDS / ARCS meeting, it is the registration fee only, and does not automatically secure your membership. The APDS Board of Directors review membership twice a year, at the fall ACS meeting and the spring APDS meeting.

To become a member of ARCS, you must first be an Associate Member of the APDS. Associate Membership can be obtained by completing and submitting an application form, copy of your current curriculum vitae and a letter of support from your Program Director. Feel free to contact any Executive Committee member to discuss the process for membership or follow the link at www.arcsurgery.org for additional information and an application. Yearly dues are \$225.00.



Seattle 2015



Mentor-Mentee Update

ARCS has had a mentor program in place for many years. The idea is for a new coordinator to be paired with a seasoned coordinator and for those individuals to form a relationship, share information, and ask questions of one another. Every attempt is made to match coordinators in the same geographic region and in similar institutions (University, Community, Military), but is not always guaranteed.

The ARCS EC would like to recognize a mentor who has gone above and beyond the call of duty to assist their mentee this past year. An email was recently sent out to all mentees requesting and update on how everything was going with their mentor. Several mentees responded with amazing comments about their mentor and this information will be used to recognize an outstanding mentor at the Spring Meeting in Boston. If you would like to send comments regarding your mentor please email them to suann-white@ouhsc.edu.

To become either a mentor or a mentee, you can visit the ARCS website at www.arcsurgery.org and complete the online form. There are also announcements made and sign-up sheets available at the spring meeting each year. In addition, you may contact the Mentor / Mentee Program Chair, SuAnn White, at suann-white@ouhsc.edu or at 405-271-6308 for more information.

Project BOB

Thanks to your generosity, \$340.00 was collected at the 2015 ARCS meeting in Seattle and donated to Pets for Vets. This is very exciting, as that is double the amounts we have raised over the past couple years. THANK YOU!!

Project BOB will benefit Children of Wounded Warriors during our 2016 meeting in Boston. This non-profit is dedicated to the children of wounded and fallen US military, fire, and law enforcement personnel. Almost 86% of all money goes directly to grants for children to help maintain a sense of normalcy during a time of extreme turmoil in their young lives. You can learn more at: www.childrenofwoundedwarriors.com.

Sunshine Committee

The purpose of this group is to relay the care and concern of fellow members in times of need by sending wished of encouragement or sympathy for the following reasons:

- Serious Death
- Death of a member (sent to designated family member)
- Death of an immediate family member (parent, spouse, children, stepchildren)

If you are aware of a fellow coordinator who is ill, lost a loved one, needs cheering up, or is going through a tough time, let us know.

Also, if you hear of someone who has received a promotion or an award with respect to his/her position as a residency coordinator, we would like to acknowledge this accomplishment.

Please let the Sunshine Chair know the name, address and reason for the card. Send the information to Kim Molteg at kim.molteg@rutgers.edu.

Professional Development

We have several sessions scheduled to help with professional growth scheduled for our meeting in Boston. It is the ARCS goal to help its membership increase competence, performance, improve and broaden the coordinator's knowledge and skills and to develop the personal qualities required in their professional lives. Please check our program available via the program link on both the ARCS and APDS websites for more information on each of the sessions.

Following our meeting, you will be sent a certificate of attendance for each professional development session attended. Keep that certificate in a safe place, as attendance at the lectures can be used toward the initial TAGME certification, or counted towards the continuing education required for continued certification.

TAGME Update

ASSOCIATION OF RESIDENCY COORDINATORS IN SURGERY

At the August 2015 meeting of the TAGME Board of Directors, changes to both the organizational structure and the certification process were approved. These changes were, in part, an attempt for TAGME to be available to program administrators from all specialties and to ensure proper representation.

Organizational Structure

The leadership framework for TAGME has been redesigned to reflect the structure of the ACGME Review Committees. TAGME has established Certification Review Boards (CRB) arranged as follows to include specialties and subspecialties within each category:

Hospital-based Specialties

Medical Specialties

Surgical Specialties

Institutions (ACGME and AOA—accredited institutional GME)

Specialty Review Boards (SRB) will remain an important component of the Board of Directors.

Three members will be selected by the specialty to represent its interests on the appropriate CRB.

Certification

In order to make it possible for program administrators from any ACGME- or AOA- accredited residency/fellowship to become TAGME certified, a global certification will be conducted in 2016. This process will consist of a Qualifying Assessment

(QA), a 3.5-hour, internet-based, open book evaluation. All QA candidates will receive instructions via email by April 1st. The candidate must complete the assessment between April 15th and May 15th.

Upon successful completion of the QA, the candidate will complete a Certifying Assessment. This assessment is also open-book and consists of narrative and matching questions.

If successful on both parts, the candidate will be certified for five years. Candidates will have two attempts at each assessment. If unsuccessful, the candidate will have to re-apply.

A task-force of TAGME-certified individuals has been assembled to develop specialty and subspecialty assessment process that will allow specialty certification to be offered in addition to global certification.

For more information and application deadlines, please go to the TAGME web site at www.tagme.org.

Submitted by,
Judith Olenwine, MS, C-TAGME
Chair, Surgery Review Board



Seattle 2015





ARCS

Association of Residency
Coordinators in Surgery

29th Annual Conference
April 14-16, 2016 Boston, MA

New Coordinator Workshop April 13th



This conference is designed to provide you with an outstanding educational experience and opportunities that will enable you to move your career forward and help you achieve, and maintain, success as a surgical residency coordinator. Gain new skills and knowledge to enhance your expertise as a surgical coordinator or increase your current skill level. If you attend only one conference this year, ARCS's annual conference is your best investment!



Roommates—Boston

If you are thinking about attending the 2016 ARCS Spring Meeting in Boston at The Westin Copley Place Hotel and funding is an issue at your institution, then sharing expenses on lodging could be the answer. If you would like to share the cost of a room with someone, please contact Kim Molteg at kim.molteg@rutgers.edu.

New Coordinators Workshop

Final details at Bar 10 located in the lobby of The Westin Copley Place Hotel are being worked out. Information will be posted shortly on the ARCS website under the Annual Meeting Information tab.

ASSOCIATION OF RESIDENCY COORDINATORS IN SURGERY

New Coordinators Workshop: Roadmap for Success, ARCS 2016

The ARCS *New Program Coordinator's Workshop* is a great opportunity for surgery coordinators that have been in their position for less than three years to gather for an intense educational experience. ARCS will present a "Roadmap for Success" at the April meeting in Boston. Presentations will provide a concise outline and tools to assist with the monthly, quarterly and yearly tasks a coordinator is required to perform.



New Coordinators Workshop attendees at ARCS Annual meeting in Seattle 2015

Do you need a mentor? You can sign-up during this training session to participate in this outstanding collaborative effort. Seasoned coordinators are available, and are always excited to share their knowledge and experience with you. You do not have to feel like you are alone ... we are here to help!

A "group" luncheon is being planned for our attendees. The luncheon also offers coordinators a time to meet others and network. Networking is one of the best tools a coordinator can have . . . building relationships of professionals that can be ready to lend a hand now or in the future.

In the afternoon, our Plenary will be presented by Dr. Dane E. Smith, FACS, Clinical Professor, University of South Carolina Greenville, and Program Director of the Greenville Health System General Surgery Residency Program. He will address the significance of a program coordinator's role, and their impact in a residency program.

Following the morning Plenary, a breakout session will begin that will allow coordinators to have small group discussions with the ARCS Executive Committee. During these sessions, you can ask questions that may not have been answered in the morning session, or questions you may bring to the meeting that you need addressed.

Come prepared to learn a lot, make some new friends, and find new tools that will assist you to be more effective as a program coordinator. We look forward to seeing you in Boston!