

NEWSLETTER SUMMER 2013



SURGICAL EDUCATION WEEK APRIL 24-27, 2013 ORLANDO, FL



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**2013-2014
Executive Committee**

Members

President & APDS Representative
for ARCS

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mary.burda@utoledo.edu

President-Elect, Newsletter Chair &
Website Manager

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Nashville, TN
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stephanie.rowe@vanderbilt.edu

Executive Secretary

Chi Quach
University of California
Los Angeles, CA
310.206.9291
cquach@mednet.ucla.edu

ARCS Liaison Representative to
ACS

Lillian Figueroa, BS, C-TAGME
YNHH—Saint Raphael Campus
New Haven, CT
203.789.3443
Lillian.figueroa@ynhh.org

Professional Development Chair

Dawn Fountain
University of Kansas
Wichita, KS
316.268.5990
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SCORE Representative &
Mentor/Mentee Chair

Laura Warner, C-TAGME
Guthrie/Robert Packer Hospital
Sayre, PA
570.887.3585
Warner_laura@guthrie.org

Sunshine & Social Event Chair

Kim Molteg, C-TAGME
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Medical School
New Brunswick, NJ
732.235.7674
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Membership & Certificates
Chair

Lillian Badurina, C-TAGME
Mount Carmel Health System
Columbus, OH
614-234-5577
lbadurina@mchs.com

Past-President & Consultant

Linda Shaffer, C-TAGME
West Virginia University Health Care
Morgantown, WV
304.293.1254
lishaffer@hsc.wvu.edu

Message From The President



Congratulations to each of you for successfully completing another academic year!!! I cannot believe how time flies by. It has been 4 months since we were all together in Orlando for our annual meeting. Since then we have sent our chiefs off for their next endeavor. We have brought in new faces and very eager interns to begin their journey through residency. Just as the interns, I am also beginning a new journey in my career as your President of ARCS. I have been in the healthcare arena for over 20 years with the last 8 years as the Research and Education Coordinator for the Surgery Residency at the University of Toledo. I would have to say the most rewarding and challenging years have been the last 8 years with two Chairmen, four Program Directors, a program on probation to a program with a perfect five year accreditation and have graduated 32 aspiring surgeons. It cannot get any more rewarding than that.

A HUGE thank you goes to immediate past President Linda Shaffer and the Executive Committee for a very successful and robust program in 2013. We had an excellent educational program with a wide variety of topics and speakers. I would be remorse if I did not acknowledge our invited speakers. Kevin Sexton, M.D., Paul Schenarts, M.D., Carla Bryant, Inga Brissman, Charles Yeo, M.D., Mary Klingensmith, M.D., Rick Burkhart, M.D., Kim Agretto, Matthew Loos, M.D., Jack Contessa, Ph.D., Patricia Neumann, M.D., Barbara Jalbert-Gerkens, Jennifer Doty, RN, Robert Winfield, M.D., Alison Casey, Judith Olenwine, Juanita Braxton, Ph.D., Ava Fulbright, MBA, James Hebert, M.D., Peggy Simpson, Ed.D., John Potts, M.D., Margaret Tarpley, MLS, Farrell Adkins, M.D., Zachary Baker, M.D., Cynthia Graves, M.D., Warren Widmann, M.D, past APDS president Paula Termuhlen, M.D. I would like to give a special thank you to each Executive Committee member for your presentations; everyone did a fantastic job. Kudos to Tom Fise and Jen Stromberg of the APDS for all of their support in making our annual meeting successful.

The Executive Committee will be having their annual summer conference call in August to begin planning the 2014 meeting and will finalize the agenda at the fall planning meeting that will be held in Washington D.C. in conjunction with the American College of Surgeon's Clinical Congress in October. The Executive Committee has been invited again to participate in the Medical Student Program.

Please remember that it is important to please submit your abstract or topics you would like to see presented in Chicago by September 16, 2013. I would also like to invite coordinators with at least 3 years of experience to think about joining the Executive Committee. I can say without a doubt it is the most rewarding national organization that I have had the opportunity to be a part of. Thank you to Sandy DelCoglin, Donna Guinto, Lillian Figueroa and Linda Shaffer for taking me under their wing and mentoring me when I joined the Executive Committee back in 2010. I have some "huge shoes" to fill as your President for 2014. The expertise of all the seasoned coordinators and having the ability to mentor the new coordinators and watching them grow is absolutely amazing not to mention the life-long friendships you will make.

I hope the remainder of your summer is safe, fun and relaxing before ERAS opens next month. I look forward to serving as your president and hope to hear from you throughout the year with ideas, suggestions and concerns. Looking forward to seeing you in the Windy City!!!

Sincerely,
Mary Burda
President, ARCS 2013-2014

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MEET THE 2013/2014 ARCS EXECUTIVE COMMITTEE



Mary Burda
University of Toledo
Toledo, Ohio

President & APDS Representative for ARCS—The President's appointment is for 1 year and is responsible for the overall coordination and planning of the annual ARCS meeting held in conjunction with the annual APDS meeting. The President also must be able and willing to: host the fall planning meeting; attend the APDS Executive Committee meeting; Act as liaison with staff of the APDS and the needs of ARCS annual meeting; and oversee the ARCS sub-committees. The APDS Representative for ARCS is an appointment held by the President and will work closely with the APDS Director of Education to review abstract submissions to APDS, and other requests for the annual meeting. The committee member holds this position for a one-year term.



Stephanie Rowe Burnham
Vanderbilt University Medical Center
Nashville, Tennessee

President-Elect, Website Manager & Newsletter Chair—The President-Elect's appointment is for 1 year and must work closely with the President to provide support and assistance with any and all aspects of the ARCS annual meeting. The President-Elect must assume responsibility of the President the following year, or sooner should the position become vacant. The Newsletter Chair has an appointment of 1 to 4 years and will receive articles, format the newsletter using the Microsoft Office Publisher program and send the draft to the President for review. After reviewed and approved, the newsletter chair will post on the ARCS website. The Web manager committee member will be responsible for maintaining the site on a regular basis. The responsibilities will include updating information and photo galleries as needed, uploading annual power point presentations, creating links, etc. The committee member holds this position for a four-year term unless the member is elected to the Office of President. At that time, the position would be available to another Executive Committee member.



Chi Quach
University of California
Los Angeles, California

Executive Secretary—The Executive Secretary has a 2-3-year appointment and is responsible for taking minutes of each Executive Committee meeting. All minutes are kept in the ARCS Executive Secretary Notebook for reference and the notebook is handed down to future secretaries. The secretary is responsible for maintaining a list of the Executive Committee's cell phone numbers and before each meeting will send a group e-mail listing everyone's cell phone number, arrival and departure information.



Lillian Figueroa, C-TAGME
Hospital of St. Raphael
New Haven, Connecticut

ARCS Liaison Representative to ACS—The ACS liaison representative has an appointment of 1 to 4 years. The representative will meet with the director of Education of the ACS to plan the APDS/ARCS medical student presentation, invite speakers, and coordinate the presentation for the annual ACS Clinical Congress Meeting.

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MEET THE 2013/2014 ARCS EXECUTIVE COMMITTEE



Dawn Fountain

University of Kansas

Wichita, Kansas

Professional Development Chair — The Professional Development Chair has an appointment of 1-4 years. As Chair, this member is responsible for reviewing with the Executive Committee, lectures and abstracts that are submitted for a Professional Development lecture. This position is also responsible for maintaining a file for each lecture, including evaluations, synopsis, scoring sheet, and sending a final synopsis to the president. A final report is put into the Professional Development notebook that is handed over to the next elected member.



Laura Warner, C-TAGME

Guthrie/Robert Packer Hospital

Sayre, Pennsylvania

SCORE Representative & Mentor/Mentee Chair — The SCORE Representative has an appointment of 2 to 4 years and will represent the ARCS Executive Committee by attendance at the SCORE meetings. The representative will take questions/suggestions from fellow coordinators to these meetings. The Executive Committee appoints one member to the Mentor/Mentee Program and they are to coordinate the ARCS Mentorship Program. The veteran and the inexperienced coordinator interact, exchange ideas, problem solve, determine answers to questions, make acquaintances and in many circumstances create lasting friendships.



Kim Molteg, C-TAGME

UMDNJ—Robert Wood Johnson Medical School

New Brunswick, New Jersey

Sunshine & Social Event Chair — The Sunshine Representative will be responsible for relaying the care and concern of fellow members in times of need by sending wishes of encouragement or sympathy. The committee member holds this position for a 1 to 4 year term, unless the member is elected to the Office of President. One Executive Committee member is elected to coordinate the rooming buddies program. This program is to assist coordinators who want to attend the annual APDS/ARCS meeting and wish to share a room with another coordinator to save expenses. The committee member holds this position for a 1 to 4 year term, unless the member is elected to the Office of President. The same committee member that holds the Sunshine Representative committee role will coordinate/organize the venues, reservations, attendees and payment options for the dine out groups.



Lillian Badurina, C-TAGME

Mount Carmel Health System

Columbus, Ohio

Membership & Certificates Chair — The Membership Chair has an appointment of 1 to 4 years and is appointed to maintain a current listing of all surgery program coordinators. As Chair, they are responsible to maintain an accurate, up-to-date list of all program coordinators (ARCS members and non-members) and provide written or electronic copies of this information as requested.

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MEET THE 2013/2014 ARCS EXECUTIVE COMMITTEE



***Past-President & Consultant
Linda Shaffer, C-TAGME
West Virginia University
Morgantown, West Virginia***

The immediate Past President will remain a member of the ARCS Executive Committee in an advisory role for one year.



A WARM WELCOME TO OUR NEW EXECUTIVE COMMITTEE MEMBER

On behalf of the ARCS Executive Committee, please join us in a warm welcome to Lilly Badurina, Program Administrator for Mount Carmel Health System as the newest Executive Committee member.



Lillian Badurina, C-TAGME

Lillian aka as “Lilly” has been the Program Administrator for the General Surgery Residency program at Mount Carmel Health System in Columbus, Ohio since 1997. She received her certification as a Training Administrator of Graduate Medical Education in 2006. She is very excited that she was selected to be on the ARCS Executive Committee.

Lillian has two Children, Angela and Nikola (Niko). In her spare time, Lillian enjoys spending time with her little shitzu, Bella Rose. She enjoys working out at the gym. Lillian is the Administrative Director for Selo of Columbus, a Croatian dance group that performs songs and dances of Croatia in the national costume. She spends a great deal of time with her granddaughter Nina Lillian, who is 3 years old, who calls her Ba-ka! The family is expecting a second grandchild, another girl, Lucija Yvonne, in August 2013.

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New Coordinators 2013 Orlando



THE NEW COORDINATORS WORKSHOP

The New Coordinators Workshop was held on
Wednesday, April 24, 2013 from 10:00 A.M to 5:00 P.M.

The NCWS program included the following:

- Who's Who
- Calendar of Events
- Keeping Organized
- ERAS/Recruitment/Matching Process
- Orientation
- Duty Hours
- Case Logs
- Evaluations & Competencies
- FSC, ACS Curriculum
- Question & Answer Session

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MEMBERSHIP

Are you a member of ARCS?

The Association of Residency Coordinators in Surgery (ARCS) is a great organization in which to belong and we invite you to join the Association. ARCS is supported by the Association of Program Directors in Surgery (APDS). To become a member of ARCS, you must be an Associate Member of the APDS.

To apply for membership the process is simple. The application is available online at the ARCS website www.arcsurgery.org. Requirements are a letter of support from your Program Director and a copy of your curriculum vitae. All documents must be submitted to:

APDS/ARCS Headquarters Office
6400 Goldsboro Road, Suite 450
Bethesda, MD 20817-5846

ARCS is supported by the Association of Program Directors in Surgery (APDS) and when you submit your application to become a member of ARCS, your application will also be considered for membership of APDS. Applications for membership are voted on by the Executive Committee of APDS during the APDS fall planning session at the American College of Surgeons meeting as well as the APDS/ARCS annual spring meeting.

We currently have over 200 members and are very pleased that the membership continues to grow each year. Remember to please take a moment to review your information on our website or on the thumb drive you received at the annual meeting in Orlando. Please e-mail any changes you may have to Lillian Badurina at lbadurina@mchs.com. A new membership listing will be put on the thumb drive for you at our next annual meeting in Chicago.

NOT A MEMBER YET?

Complete an application form (attached to this newsletter or on the web)

1. Attach current CV
2. Attach a letter of support from your program director

Mail all the above to:
APDS/ARCS Headquarters Office
6400 Goldsboro Road
Ste 450
Bethesda, MD 20817

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New ARCS Members

Please join us in welcoming the following new members of ARCS. The following coordinators were approved for membership at the April 2013 APDS Board of Directors meeting in Orlando.

Pamela Adams

University of Wisconsin
600 Highland Avenue
Madison, WI 53792-7375

Bethany Bennett

University of Missouri – Columbia
One Hospital Drive 4th Fl., McHaney Hall
Columbia, MO 65212

Lori Bybee

University of Utah
30 North 1900 East, #3B324 SOM
Salt Lake City, UT 84132

Mitzi Clendening

USC Medical Center
1520 San Pablo Street, HCT-4300
Los Angeles, CA 90033

David Fehling

Weill Cornell
525 East 68th Street
Box 207
New York, NY 10065

Tiffany Fry

Kaiser Permanente South California
4760 Sunset Blvd., 3rd Floor
Los Angeles, CA 90027

Margaret Genendlis

Vanderbilt University
1161 21st Avenue South, D-4314 MCN
Nashville, TN 37232-2730

Mark Neal

York Hospital
1001 S. George Street
York, PA 17405-7198

Michele Parsons

University of Colorado
12631 East 17th, MS C302
Aurora, CO 80045

Dorothy Pettway

University of South Alabama
2451 Fillingim Street, USAMC 10-I
Mobile, AL 36617

Jennifer Raeke

Inova Fairfax Hospital
3300 Gallows Road
Falls Church, VA 22042-3300

Susan Ratliff

Emory University School of Medicine
1364 Clifton Road, NE
Atlanta, GA 30322

Carla Rennie

Stamford Hospital
P.O. Box 9317
Stamford, CT 06904

Lisa Rendall

Michigan State University
1200 East Michigan Ave, Suite 655
Lansing, MI 48912-1837

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New ARCS Members

Rebecca Gonzalez-Velazquez

University of Puerto Rico
PO Box 365067
San Juan, PR 00936-5067

Donna Heyduk

Lankenau Medical Center
100 Lancaster Ave., West of City Line
Wynnewood, PA 19096

Suzy Hosler

Genesys Regional Medical Center
1 Genesys Pkwy
Grand Blanc Township, MI

Kim Maddox

Georgia Health Sciences
120 15th Street,
Augusta, GA 30912

Sebrina NcKelvey

Albert Einstein College of Medicine
1300 Morris Park Ave
Bronx, NY 10461

Judith Mertin

University of Texas Southwestern Austin
601 East 15th Street
Austin, TX 78701

Jessica Moyer

Penn State College of Medicine
500 University Drive, MC-H159
Hershey, PA 17033

Amy Mills

University of Rochester
601 Elmwood Avenue
Rochester, NY 14642

Theresa Rivard

Henry Ford Health System
2799 W. Grand Blvd
Detroit, MI 48202-2689

Vanessa Salazar

Mount Sinai Hospital
5 East 98th Street, Box 1259
New York, NY 10029

Julie Simerly

East Tennessee State University
P.O. Box 70575
Johnson City, TN 37614

Amanda Sizemore

Greenville Hospital System
701 Grove Road
Greenville, SC 29605

Brooke Stowers

Tulane University
1430 Tulane Avenue, SL-22
New Orleans, LA 70112

Brenda Trigo

University of Texas Southwestern
601 East 15th Street
Austin, TX 78701

Anna Trzpis

Wyckoff Heights Medical Center
374 Stockholm Street
Brooklyn, New York 11237

Debbie Wells

Mercer University School of Medicine
1400 Coleman Ave
Macon, GA 31207

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MENTORING PROGRAM

Mentor: “A wise and trusted counselor or teacher.”

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.

At the spring 2013 meeting, there were thirty-two requests made by new coordinators for a mentor. The membership of ARCS stepped up to the plate and thirty-two matches were made, demonstrating the commitment to our professional roles.

To become either a mentor or a mentee, there are announcements made and sign-up sheets available at the spring meeting each year. In addition, you may contact the Mentor / Mentee Program Chair, Laura Warner, C-TAGME, at warner_laura@guthrie.org or at 570-887-3585 for more information.



PROFESSIONAL DEVELOPMENT SERIES

The Professional Development series was well attended again this year. 162 attendees participated in the sessions this year, and a total of 446 certificates were earned! Certificates have been sent out, and all who participated should have received it in the mail by this time. If you have not yet received your certificate, please let me know via email: dfountain@kumc.edu.

We will be starting work soon on our professional development line up for our spring meeting in Chicago. More information will be available in our winter newsletter.

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TAGME Update

At the Spring meeting of ARCS, I had the honor of providing the TAGME/STAC update for the first time. I thank the ARCS Executive Committee for the opportunity to present. For those of you who had heard this before, I thank you for your indulgence. For those of you unfamiliar with TAGME and the certification process, I hope the information will be useful to you, and thank you for your attention.

I am often asked the difference between TAGME and STAC. TAGME stands for the National Board for Certification for Training Administrators of Graduate Medical Education. It is the overarching organization that confers certification. TAGME consists of review boards representing each specialty with an approved certification tool. For surgery, the review board is called STAC, or Surgery Training Administrators Certification.

Assessment is offered twice each year. The assessment consists of a work effort tool completed at your desk followed by a 3.5 hour monitored assessment. A monitored assessment will be offered during Surgical Education Week. If you are unable to attend SEW, you choose to take the monitored assessment at another site, such as at the ACGME meeting or with another specialty assessment. In the Fall, the assessment is offered on a Saturday in September. Applications and deadlines are available on the TAGME website at www.tagme.org.

Certification is valid for 5 years. Those of you who became certified in 2009 should begin to think about Maintenance of Certification in 2014. MOC requires completion of the current work effort tool only.

The TAGME Board of Directors will hold its annual meeting in August, 2013. There are now 29 entities offering TAGME certification, including central GME administrators and AOA coordinators. Cardiovascular was the most recent specialty approved to offer certification

On behalf of STAC and TAGME, I am pleased to recognize and congratulate the coordinators who successfully completed certification during the Spring 2012, Fall 2012, or Spring 2013 assessment period:

Kathleen Beard, C-TAGME

Maggie Mrozinski, C-TAGME

Denise Pinkston, C-TAGME

Linda Roock, C-TAGME

Cynthia Shattuck, C-TAGME

Allison Stein, C-TAGME

Please feel free to contact me directly if you have questions about TAGME or the certification process.

Judith Olenwine, MS, C-TAGME

Judith.olenwine@lvhn.org

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2013 Coordinator Recognition Award Juanita Braxton, C-TAGME, MBA, Ed.S, PhD

ASSOCIATION OF RESIDENCY COORDINATORS IN SURGERY



The 2013 Coordinator Recognition Award was presented to Juanita Braxton, C-TAGME, MBA, Ed.S, PhD of University of California, Davis. Dr. Braxton was nominated by her program director Dr. Joseph Galante and the residency administration at her institution. Juanita has served as the residency program manager for 18 years and is a past ARCS president.

In addition to her duties managing her residency program, Juanita has also obtained her MBA, Doctorate of Theology, Educational Specialist and most recently her Doctorate in Public Health. In his nomination letter, Dr. Galante described Juanita as “a true leader in the sense of the word. She first and foremost has a love of education... If anyone deserves to be recognized for his or her professionalism, mentoring and dedication to surgical education it is Juanita Braxton.” Juanita shares her knowledge and love of education at our annual meetings with her presentations that both educate and inspire fellow coordinators, as well as with her mentoring both new and seasoned coordinators.

Congratulations, Juanita!!!

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“Door Prize” Winners

Sue Wetherhott



Grace Farnham

Not Pictured

Diantha Langmaid



ASSOCIATION OF RESIDENCY COORDINATORS IN SURGERY

Our conference in Orlando was full of prizes! The newest coordinator award at the Orlando meeting was given on Thursday morning to **Patricia Holevas** from Carolinas Medical Center in Charlotte, NC. Patricia had been coordinator for just 3 days before attending conference.

The executive committee decided this year to have drawings for door prizes each day of the conference. Winners had to be present to win. **Sue Wetherhott** of the Medical University of South Carolina in Charleston was the door prize winner on Wednesday. Friday’s winner was **Grace Farnham** of Boston Medical Center. On Saturday, our final day of conference, **Diantha Langmaid** from the University of Vermont in Burlington was our big winner. Each door prize winner received a bag filled with a gift card and other small gifts provided by the executive committee members.

In addition to the prizes ARCS awarded, on Thursday there was a lunch presentation given by Brock Allender of Northwest Mutual. At the conclusion of his presentation, Mr. Allender drew a winning ticket and Laura Warner from Guthrie/Robert Packer Hospital took home an Apple iPad.

Congratulations to all of our winners!

“Newest Coordinator”

Winner

Patricia Holevas



“iPad” Winner

Laura Warner



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**Association of Residency
Coordinators in Surgery**

2014 ABSTRACT FORM

The ARCS Executive Committee needs your input! If you have an idea for a presentation, panel discussion or break out session we want to hear from you!

The committee is responsible for the development of the spring conference. We need everyone's input regarding new topics and sessions that would benefit all of us in our current role. We can only be successful with your help. If you are not willing to present but have an idea to share or topic you would like to learn more about, please complete the abstract form and the committee will try to find a way to incorporate that into next year's conference.

To submit an abstract please go to our website and fill out an abstract form—

www.arcsurgery.org

DEADLINE IS SEPTEMBER 16, 2013

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Association of Residency Coordinators in Surgery

2014-2015 EXECUTIVE COMMITTEE APPLICATION INFORMATION

Won't you consider becoming an ARCS Executive Committee Member?

Would you like to become involved? Would you like to join an energetic and innovative group of individuals who have a common goal to make the ARCS organization the best that it can be? If so, you should consider applying for membership to the ARCS Executive Committee and contributing to its strength and quality of programs.

The committee is comprised of nine members and is responsible for the leadership of the organization and the development of our annual educational meeting. Each year new members are accepted to the committee and it is not unusual for a member to have applied more than once, due to the limit of the size of the committee, and the number of openings on any given year.

Criteria:

- Be a current member of ARCS
- Have attended at least three APDS/ARCS meetings
- Show written and financial support from your program director and/or chair to attend two meetings each year, the fall planning meeting in conjunction with the ACS and the spring national SEW meeting
- Be able to attend all executive committee planning sessions
- Be willing to host a planning meeting if elected president
- Not have served on the committee during the past four years

Submission Process:

An electronic form is available on the ARCS website under the "Executive Committee" tab. Also, you will be required to submit a photo, your CV and a letter from your Program Director/Chair. Applications will be accepted until the **deadline of September 16, 2013**.

Please submit all application materials via our website—www.arcsurgery.org

The Executive Committee reviews all applications and tries to appoint one Community based coordinator and one University based coordinator annually based upon open positions.