



NEWSLETTER SUMMER 2014

Surgical Education Week

April 8-12, 2014

Chicago, IL



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**2014-2015
Executive**

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ARCS Liaison Representative to ACS, Sunshine & Social Event Chair

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Message From The President



If you are reading this, you survived July 1st! Congratulations! It's hard to believe it has been three months since we were all together in Chicago. Quite a few things have happened in our work life: we've prepped for the new people, helped them start off successfully, graduated our chiefs, and, hopefully, most of us are looking at some down time over the next month or so. It won't be long before we begin application season!

I am so excited and honored to be your 2014/15 ARCS President! I am eager to see what an incredible year we are going to have.

Just a little history: I started my Coordinator path in October 2005 with no clue as to what I was getting myself into. I had BIG shoes to fill. I spent about 10 weeks with Ms. Doris before she retired and left me with the Residency Program at Vanderbilt. The Program Director loved her, the residents loved her, she was very good at her job; and I was scared to death. Almost 9 years later I have gained a tremendous amount of work knowledge and life knowledge and have gained many friends along the way.

A great thank you goes out to the immediate past president of ARCS, Mary Burda, and the Executive Committee for a great program in 2014. The meeting was educational and encompassed a wide variety of topics. I would also like to acknowledge our invited speakers for 2014: Greg Risberg, CSP, MSW; James Herbert, MD; Peggy Simpson, EdD; John Potts, MD; Juanita Braxton, C-TAGME, MBA, EdS, PhD; Jennifer Shieck; Jennifer Doty, RN; Jennifer Knight, MD; Jon Cardinal, MD; James Butterworth, MD; Cynthia Graves, MD; Linda Shaffer-C-TAGME; Mark Hickey; Munier Nazzal, MD; Kyla Terhune, MD; Michael Benge; Steven Reed; Todd Sundboom; Margaret Tarpley, MLS; Barbara Jalbert-Gerkens; Rick Burkhardt, MD; Kim Echert; Alison Casey; Collette O'Heron; Matthew Weis, MD; Claire Travis. Thank you to the Executive Committee for your presentations - everyone did a very nice job. Last, but not least, thank you to Tom Fise & Jen Stromberg of the APDS for all their support in making our meetings successful.

The Executive Committee has a summer conference call scheduled for mid-August to begin the planning and preparations for our spring meeting. We will be discussing our presentation/round table sessions for the medical student program at the ACS Clinical Congress in October. The EC has been asked to participate again this year. At the ACS meeting, we will be working with the medical students on Sunday, Monday & Tuesday. We will also be planning our spring meeting agenda.

Please remember: it is important that you submit any abstract/topics you are interested in hearing about/seeing at our 2015 meeting in Seattle. The deadline for submission is September 15, 2014. The abstract submission form is online at our home page, www.arcsurgery.org.

Also, I would like to invite anyone that manages a surgical residency program to become a member of ARCS. I invite all members of ARCS who meet the qualifications to submit an application to become an EC member. We have an electronic form on our website for both applications. While it is a lot of work, I know most of you would enjoy it; not to mention the friends you will make! I would like to thank a few ladies who encouraged me to join – Linda Shaffer, Donna Guinto, Sandy DelCoglin, Mary Burda & Lillian Figueroa. I will never forget how welcomed you made me feel, and the good times we have had, with many more memories to make!

I hope you have a wonderful rest of the summer and get a chance for some time away from work with your family and friends.

We look forward to seeing you in Seattle in April 2015!

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Meet the 2014/2015 ARCS Executive Committee



Stephanie Rowe Burnham
Vanderbilt University Medical Center
Nashville, Tennessee

President & APDS Representative for ARCS—Stephanie has been the Residency Coordinator for Vanderbilt General Surgery in Nashville, TN since October 2005. Stephanie is originally from a small town in southeast Arkansas. She attended the University of Mississippi in Oxford, MS for undergrad and was the assistant to the Dean of Students from 1999-2005. During undergrad Stephanie was a member of the University of Mississippi concert singers. She had the opportunity to travel to Europe with the choir to compete internationally in the “super bowl” of choirs, which the choir won three times. She resides in Franklin, TN with her husband, Jeff and son, Asa.



Chi Quach
University of California
Los Angeles, California

President-Elect—Chi is the residency coordinator for the Department of Surgery at the University of California, Los Angeles since 2000. She graduated from University of California, Irvine with a bachelor degree in Mathematics. She enjoys traveling and spending time with her family and friends.



S. Darlene Norton, C-TAGME
Greenville Health System
Greenville, South Carolina

Executive Secretary—Darlene has been the residency coordinator for the Greenville Health System, Ramage Center for Teaching and Learning, Department of Surgery, since 2010. She has over 24 years of experience in graduate medical education. She served on the Board of Directors for the Association of Family Medicine Administration from 2006-2011. In 2009, she served as President. She and husband, Myron, have two children, Michael 28 and Melissa 24. She enjoys reading, music and spending time with family and friends.



Laura Warner, C-TAGME
Guthrie/Robert Packer Hospital
Sayre, Pennsylvania

SCORE Representative & Mentor/Mentee Chair—Laura is a 26-year employee with Guthrie/Robert Packer Hospital located in Sayre, PA, has been the residency coordinator in General Surgery for 15 years and in the Department of Medical Education for 17 years. Laura has been a member of STAC (Surgical Training Administrators Certification Board) and has served in the roles of secretary and board member for TAGME (Training Administrators of Graduate Medical Education) since 2004. Laura is the proud mother of her only child, Morgan. Laura is an avid animal enthusiast and her farm is the host to two horses, two dogs, three cats, a tank full of koi. Besides her love of animals and the outdoors, Laura’s interests include horseback riding, gardening, hiking, four-wheeler riding, gun handling and target practice, fitness, country music and traveling.

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Meet the 2014/2015 ARCS Executive Committee



Dawn Fountain

University of Kansas

Wichita, Kansas

Professional Development Chair, Media & Publications Chair— Dawn has been with the residency program at the University of Kansas – Wichita since October 2007. Prior to entering Graduate Medical Education, she worked for 7 years as a veterinary assistant / office manager. Dawn enjoys spending time with her boyfriend and 2 dogs- Gonzo and Millie. Interests include: grilling, working in her garden and flower beds, listening to old vinyl records, and shopping estate sales for great mid century pieces.



Kim Molteg, C-TAGME

Rutgers Robert Wood Johnson Medical School

New Brunswick, New Jersey

Sunshine & Social Event Chair, ARCS Liason Representative to ACS— Kim joined Rutgers (formerly UMDNJ) Robert Wood Johnson Medical School in New Brunswick, NJ in 1987. Since coming to RWJMS, she has spent the past 15 years as the General Surgery Residency Coordinator. Prior to working with the residents, Kim worked as the Medical Student Coordinator for 10 years. She has served as Chair of the Tools Review/Assessment Committee and as a member of STAC (Surgical Training Administrators Certification Board). She also recently joined the Board of Directors for TAGME (Training Administrators of Graduate Medical Education). Kim is involved in a variety of different organizations including: The Ladies Auxiliary of Sayreville VFW Post 4699 and the Sayreville Historical Society. She enjoys the Jersey Shore, traveling, crafts, home decorating, gardening and making delicious home cooked meals and desserts. Kim cherishes the time she spends with her family and friends especially her daughter, Holly and friend, Tom. She has a love for animals.



Lillian Badurina, C-TAGME

Mount Carmel Health System

Columbus, Ohio

Membership & Certificates Chair— Lillian has been the Program Administrator for General Surgery at Mount Carmel West Hospital since 1997. She has two Children, Angela and Nikola (Niko). Outside of work to get through life, she works out at the gym, dances with a Croatian Group and spends a great deal of time with her granddaughters Nina Lillian (who calls her Baka) and Lucija Yvonne.



Mary Burda

University of Toledo

Toledo, Ohio

Past-President & Consultant— Mary has been in the healthcare arena for over 25 years with her most recent position in the area of Graduate Medical Education Senior Education and Research Coordinator for the Department of Surgery at the University of Toledo since 2005. She and her husband, Jeff, have three grown children and five grand children, with two due before the end of December. In her spare time, Mary can be found gardening, hosting parties and at the lake with her family.

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A WARM WELCOME TO OUR NEW EXECUTIVE COMMITTEE MEMBER



On behalf of the ARCS Executive Committee, please join us in a warm welcome to S. Darlene Norton, Residency Coordinator for Greenville Health System, as the newest Executive Committee member.

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 15, 2014**.

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.



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New ARCS Members

28 coordinators were approved for membership at the April 2014 APDS Board of Directors Meeting in Chicago. Please join us in welcoming the following new members of ARCS.

Arman Ahmadpour, BS

Michigan State University/College of Human Medicine

Department of Surgery
1200 East Michigan Ave., Suite 655
Lansing, MI 48912

Amy Albright

Loma Linda University
11175 Campus Street, #21108
Loma Linda, CA 92354

Christine Barbour

Nassau University Medical Center
2201 Hempstead Turnpike
East Meadow, NY 11554

Erin Bass

Halifax Health
201 N. Clyde Morris Blvd
Daytona Beach, FL 32114

Donna Brown

University of Texas Health Science Center
San Antonio
5321 S. McColl Road
Edinburg, TX 78539

Rhoda Bryant

Baylor University Medical Center
3500 Gaston Avenue
Dallas, TX 75246

Carol Burger

Virginia Tech Carilion
Bellevue at Jefferson Street, PO Box 13367
Roanoke, VA 24033

Debra Chambers

3400 Bainbridge Avenue
MAP Bldg, 4th Floor
Bronx, NY 10467

Susan Delgado

Kaweah Delta Health Care District
400 W Mineral King Ave
Visalia, CA 93291-6237

Doris Farquhar

VCU Surgery
West Hospital, 16th Floor, West Wing
1200 E. Broad Street
Richmond, VA 23219

Ricardo Forest

720 Westview Drive SW
Atlanta, GA 30310-1495

Diane Fitz

Florida Atlantic University
777 Glades Road
Boca Raton, FL 33431

Lindsey Gade

The Mount Sinai Hospital
One Gustave L. Levy Place
New York, NY 10029-6574

Laurie Hein

Medical College of Wisconsin
8701 Watertown Plank Road
Milwaukee, WI 53226

Laura Huth

3400 Spruce Street, 4 Maloney
Philadelphia, PA 19104

Michelle Jimenez

Rutgers New Jersey Medical School
185 South Orange Street, G-538
Newark, NJ 07103

Tracey Lansdale

University of Kentucky Medical Center
800 Rose St, C240
Lexington, KY 40536

Elzbieta Lupinska

Stamford Hospital
30 Shelburne Road
Stamford, CT 06904

Lindsey McKEnzie

St. Joseph Mercy Oakland
44405 Woodward Ave
Pontiac, MI 48341

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New ARCS Members

Kelley Medico-Montgomery

UCSF Fresno
Community Regional Medical Center
2823 N. Fresno Street
Dept. of Surgery 1st Floor
Fresno, CA 93721

Lisa Olson

Medical College of Wisconsin
9200 W. Wisconsin Ave
Milwaukee, WI 53151

April Morgan

Geisinger Medical Center
100 N. Academy Avenue
Danville, PA 17822-1334

Valerie Pamamat

UCSF Fresno
155 N. Fresno St., Suite 216
Fresno, CA 93701

L. Robin Newcomb

Johns Hopkins University School of Medicine
600 N. Wolfe Street, Blalock 658
Baltimore, MD 21205

Kelly Parm

Grand Rapids Medical Education Partners
221 Michigan St. NE, Ste 200 A MC 106
Grand Rapids, MI 49503

Lupita Nuno

University of California, San Diego
Department of Surgery
200 West Arbor Drive, #8220
San Diego, CA 92103-8220

Christina Roland

San Joaquin General Hospital
Graduate Medical Education Office
P.O. Box 1020
French Camp, CA 95231

Nicole Workman

Southern Illinois University School of Medicine
800 N Rutledge
PO Box 19638
Springfield, IL 62794

New Coordinators Workshop

New coordinators attended the New Coordinators Workshop which was presented the day before ARCS Annual conference on Monday, April 7th in Chicago.

The workshop provides new coordinators with an introduction to the basics of surgery residency education and the tasks of coordinating a program.



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2014 Coordinator Recognition Award Kim Agretto, C-TAGME



The 2014 Coordinator Recognition Award was presented to Kim Agretto, C-TAGME of Easton Hospital in Easton, Pennsylvania. Kim was nominated by her program director, Dr. Harjeet Kohli, and has served for over 13 years as the residency coordinator.

In addition to her work at Easton and with ARCS, Kim is also a test proctor for FLS and helped to write the charter TAGME exam. She was in the first group of surgical coordinators to be TAGME certified. Kim has been a member of ARCS since 2001. She was an ARCS Steering Committee member from 2005-2010 and was president in 2009.

Kim has an incredible work ethic and is committed to her residents and her peers. She is always willing to share her knowledge with her fellow coordinators. **Congratulations, Kim!**

Door Prize Winners

The New Coordinator door prize winner in Chicago was Donna Brown from the University of Texas in Edinburg. She began her position in February with this new program and was waiting to hear about accreditation at the time of the conference. She received a goodie bag which included office supplies and other necessities for the successful residency coordinator.

Diantha Langmaid from the University of Vermont in Burlington won Wednesdays' door prize, and Bethany Bennett from the University of Missouri in Columbia was the winner of the door prize on Thursday.

Both Diantha and Bethany received a gift bag which included a Visa gift card and other small gifts provided by the executive committee members.

Congratulations to our winners!



Winners:
Donna Brown
with ARCS
president Mary
Burda

Bethany Ben-
nett

Diantha
Langmaid
not pictured

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Mentor-Mentee Program

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 2014 meeting held in Chicago, IL, there were twenty requests made by new coordinators for a mentor. The membership of ARCS stepped up in its usual fashion and twenty matches were made, demonstrating the commitment to our professional roles.

To become either a mentor or a mentee, you can visit the ARCS website at www.arcssurgery.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, Laura Warner, C-TAGME, at warner_laura@guthrie.org or at 570-887-3585 for more information.

Chicago Meeting



Professional Development

Thank you all for continuing to make the professional development series a success. 376 certificates were sent out to 163 attendees this year. We received rave reviews on the presentations and presenters.

Certificates of attendance were mailed out and should have been received if you participated in the sessions and turned in your evaluation. If you have not received your certificate, please let me know via email: dfountain@kumc.edu.

We will begin planning another successful professional development series for Seattle during our October planning meeting. We will have more details available in our winter newsletter.

Sunshine Committee

The purpose of this group is to relay the care and concern of fellow members in times of need by sending wishes of encouragement or sympathy. The Sunshine Chair will send a card to members for the following reasons:

- * Serious illness
- * Death of a member (sent to a designated family member)
- * Death of an immediate family member (parents, 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 by contacting the Sunshine Chair. We will need the name, address, and reason for the card.

Send the information to Kim Molteg at moltegke@rwjms.rutgers.edu.

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TAGME / STAC UPDATE

The TAGME Board of Directors will hold its annual meeting in August, 2014. There are now 30 entities offering TAGME certification, including central GME administrators and AOA coordinators. Pediatric Emergency Medicine was approved to offer certification earlier this year.

Assessment is offered twice each year. The assessment consists of a work effort tool (WET) completed at your desk followed by a 3.5 hour monitored assessment (MAT). TAGME is currently in the fall assessment cycle. Those of you considering certification will be able to apply for the spring assessment when the application window opens. The monitored assessment will be offered during Surgical Education Week in April 2015. Applications and deadlines are available on the TAGME website at www.tagme.org.

For those of you, who are certified, please check your certificate for the expiration date. You must recertify by the end of that year. MOC requires completion of the current work effort tool only.

At the ARCS meeting in April, I announced that we had an opening for a committee member on STAC (Surgery Training Administrators Certification). I am very pleased to introduce Maggie Mrozinski, C-TAGME as the newest member of the committee. Maggie is the surgery program coordinator at the University of Pittsburgh Medical Center.

Due to a career change by a member of STAC, we have another opening on the committee. If you are a certified coordinator who is interested in participating in the certification process, please contact me. As a member of STAC you will have the opportunity to assist in the development of assessment tools and score the assessments submitted by your peers. If interested, you may also participate in any of TAGME's committees. My contact information appears at the end of the article.

Finally, If you are in the assessment process I would like to offer a few tips. When completing the WET, be sure to answer the questions completely. If a question asks for a description of an activity or an explanation of how an activity satisfies a requirement, please be thorough in your answer. Do not assume that the person reviewing your tool will know what you mean. The biggest problems we see with the WET answers are that they are incomplete. For the MAT, you must read the questions and multiple choice options very carefully. Sometimes the difference between a right and a wrong answer is the difference between "must" and "should." You have resource documents with you at the time of the assessment; read carefully. It is easy to gloss over something when you think you know it.

Speaking for both STAC and TAGME, we want you to be successful when you pursue certification. Please feel free to contact me directly if you have questions about TAGME or the certification process.

Judith Olenwine, MS, C-TAGME
Chair, Surgical Training Administrators Certification
Program Manager
Lehigh Valley Health Network
Phone: (610) 402-8966
Judith.olenwine@lvhn.org

NEWSLETTER WINTER 2013

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

porting 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.

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.

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.arcssurgery.org for additional information and an application. Yearly dues are \$225.00.



Save the Date: 2015 ARCS Meeting April 21-23, 2015

Please plan on joining us for our annual meeting at the Westin Hotel in Seattle, Washington, April 20-23, 2015. More information will be available soon!

Be part of the meeting!! 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 and we need everyone's input regarding new topics and sessions that attendees will find beneficial. Even if you have an idea for a presentation or a topic you would like to hear more about but are not willing to present, please complete the abstract form and the committee will try to find a way to incorporate it into our conference.

Abstract Deadline is September 15, 2014.

You may submit an abstract by going to our website and completing the abstract form:

www.arcssurgery.org