

AMPPA – TIPS

ASSOCIATION OF MED-PEDS PROGRAM ADMINISTRATORS

May/June 2013

Are these on your “to do list”?

Program:

- Confirm End-of-Year / Beginning-of-Year activities with the Medicine and Pediatrics programs (program awards, graduation events, welcome events, gifts)
- Prepare Academic Calendar (listing events and conferences throughout the year for all 3 programs)
- Website updates
- Update program info. on NMPRA Website
- Update email address groups in Outlook

Current Residents:

- Schedule Semi-Annual Resident Reviews
- Confirm resident information and update for the new year (home address , phone number, new spouse/baby name, photo for roster)
- Those needing to take USMLE Step 3
- Update Moonlighting applications

Graduating/Departing Residents:

- Gifts for graduates/Chief Resident
- Certificates
- Final Evaluations / Final Verifications

Incoming Residents:

- Confirm Orientation Plans (departmental welcomes, hospital/clinic orientation, life support training)
- Get them “work ready” for all locations and systems

WE HAD A GREAT MEETING IN NASHVILLE AND HOPE YOU CAN ATTEND NEXT YEAR'S MPPDA MEETING TO NETWORK WITH OTHER PROGRAM ADMINISTRATORS!

We are all learning about NAS as we go...

- sharing tools
- sharing expertise with different RMS (residency management systems)

Find the up-to-date information on the ACGME website:

<http://www.acgme-nas.org/>

ACGME COMMON PROGRAM REQUIREMENTS:

- CCC – Clinical Competence Committee
 - PEC – Program Evaluation Committee
- Work with your PD to prepare a policy outlining the responsibilities, who to chair, who to participate, length of term, how often to meet, info. to gather
- APE – Annual Program Evaluation resident performance, faculty development, graduate outcomes, program quality

Looking ahead to July/August:

Peds ITE, VACATION TIME!

2013-14 GME Track Program Survey
Opens on 5/22/13.



Did you...

Register for
ERAS 2014
– before 5/10/13