



President's Report
Association of Program Coordinators in Radiology
October 2011

Current and Elected Board Members from the AUR Boston Meeting 2011:

Tammi Teeters-McDade - President	Shane Slater – Member-at-Large
Kathy Dixon - President -Elect	Lynn Lammers – Member-at-Large
Tonia Jenkins - Secretary -Treasurer	Hollie Medina – Member-at-Large
Madeline Mateo - Immediate Past President	Mandy Velligan – Member-at-Large
	Pauline Marek – Alternate Member

Shane Slater, one of our Board Members, has resigned from her election. Pauline Marek, Alternate Member has moved up to the Board as Member-at-Large.

APCR Program for 2012
(San Antonio, TX March 19-22, 2012 JW Marriott San Antonio Hill Country)

The Program Planning Committee is putting together a solid program for our members that will cover program requirements and site visits, Fellowship topics, and cultural diversity. It will also cover ABR verification, certification, and MOC. We extend the invite to all who are interested in these topics to attend. See schedule below under Program Planning.

TAGME Certification

TAGME certification is voluntary and APCR does not obligate its members to seek this certification. Anyone interested in applying for this certification can review the information and requirements on the TAGME website at www.tagme.org. Any questions should be directed to applications@tagme.org or to Gloria Jorge, C-TAGME, Chair, Specialty Review Board for Diagnostic Radiology at gjorge@chpnet.org. We will offer the TAGME Assessments on March 18, 2012 in conjunction with the upcoming AUR Spring meeting in San Antonio at the JW Marriott San Antonio Hill Country.

DR Review Board for TAGME: We have completed and developed updates to the assessment tools necessary for TAGME certification for diagnostic radiology residency coordinators. This is a **VOLUNTARY** process - APCR members are under no obligation to seek certification status.

APCR Activities Update

We offer a yearly session at AUR for all of our current Committee Members to meet face to face to continue or finalize the projects that they have been working on throughout the past year. This is open to all Coordinators and we encourage each of you to sign up. Each

Committee is listed on our website under the general information tab along with the Committee Chair and members names.

Archives Committee: Sherry Bucholz completed her tenure as Archives Committee Chair and Stella Martinez is now the new Chair. The APCR history hard copies will be converted into an electronic copy for easier storage and portability along with being added to our website.

Awards Committee: Linda Galante completed her tenure as Awards Committee Chair, and Lynn Lammers is the new Chair. In preparation for the 2012 meeting in San Antonio, this committee will solicit nominations using the on-line form and make the selection for the Coordinator of the Year award.

Finance Committee: Our latest financial statement as of June 30, 2011, reflects total net assets as **\$70,092.00** APCR has total expenses of **\$4,794.00** (publications, awards, postage, food & misc.).

Long Range Planning Committee: The Committee has agreed to work hand in hand with the Professional Development Committee to incorporate new sections as the Coordinators job functions have changed over time. They will then update the current topics and add the new areas of Radiology to the existing Handbook.

Membership Committee: Membership continues to increase. We now have 194 Coordinators registered with the APCR and 3 Emeritus Members. However we have decreased our number by 12 resignations. Each of the new APCR members received a pin along with an invite to the new member's brunch which brings together the new APCR members and the members of the mentoring committee. New members were once again acknowledged at the APCR reception. The new member welcome packet continues to be a great way to welcome these new members into our Organization as well as contacting them each to welcome and offer assistance in any way.

Mentoring Committee: The Committee has changed its Mentoring request form on line to a PDF formation for easier completion. The committee felt that a bio on each of the mentors will help the mentee in choosing the right mentor for them based on experience, location, university or community based program, residency or fellowship coordinator, and or medical student coordinator.

We also are going to create a packet for our mentees with helpful information such as: Acronym definitions (Alphabet soup), helpful website links, Newsletters past and present, outline of the committees they can join, link to medical student coordinator site.

Since the luncheon went over so well we hope to continue this effort as well and extend to a breakfast (or brunch) buddy meeting at the next AUR. This would be between the mentor and mentee; they could meet (this may be their first meeting face to face) on the first day and go over the APCR program and what would be good for them to attend. This would be extremely beneficial to the coordinator who never attended the AUR conference or a new coordinator.

We also decided to wear a colorful ribbon again to stand out at the reception so the coordinators who may be interested in a mentor can meet the committee members.

Nominating Committee: The new evaluation form has been developed to nominate a member. In light of having resignations in the past, having alternate Board Members has proved to be a success. This year we once again voted in an alternate board member, Pauline Marek, who will now take the place on the board as the newest member at large due to Shane Slater's resignation of her position.

Professional Development Committee: We created our association's first newsletter and have produced 6 issues to date. We discussed what topics we'd like to see in future editions:

- Continuing featuring a new coordinator to profile
- A column with upcoming dates, events, and websites
- Possibility of creating a job board

Also at our meeting we reviewed the monthly job description we each worked on. The goal was to take the existing description and update it. After the meeting, an email would be sent to all committee members with everyone's portion. This would allow us to make any other revisions/edits.

At the meeting, the committee decided to partner up with the Long Range Planning committee on this project. In mid July we will have a conference call to get a status update from all members.

Items our committee plans to work on in the future:

- Continue working with the Long Range Planning Committee on updating the job description and manual.
- Once the job description is in place, we will begin working on duties for those who are fellowship coordinators and medical student coordinators so they can be included.
- Include updates from committee chairs for the newsletter to keep members better informed.

Program Planning Committee: The Program Planning committee has developed the following program to be presented at the AUR meeting in San Antonio for Coordinators.

TAGME MAT Assessment – Sunday, March 18: 8:00 a.m. – 2:00 p.m.

Monday March 19:

Past Presidents Meeting -12:00 pm **(Closed Session)**

APCR Board of Directors Meeting - 2:00 - 3:30 p.m. **(Closed Session. Committee Chairs are invited)**

Business Meeting I - 4:00 - 5:30 p.m. **(Open to all)**

APCR Reception – 6:30 – 7:30 p.m. **(Open to all)**

Tuesday, March 20:

APCR Committees Meeting – 4:00 – 5:30 p.m. **(Open to all)**

Wednesday, March 21:

APCR Session I 7:00 -8:15 am **(Open to all)**

Program Requirements and Site Visits: Not What they Used to Be

- ACGME 101: Preparation and Information
- Managing a One Year Fellowship
- Managing a Small Fellowship

Business Meeting II – 10:30 a.m. - 12:00 p.m. (Open to all)

APCR Session 2 4:00-5:30 p.m. **(Open to all)**

Timely Topics for Residency and Fellowship Coordinators

- ABR Topics: Online Verification, Certification, Maintenance of Certification
- Addressing Cultural Diversity in GME Programs

Our guest speakers include:

Lynne Meyer, PhD, MPH - ACGME

Sara Thomas – ACGME

Stella Martinez, Baylor University Medical Center-Dallas

Hollie Medina, University of New Mexico – Albuquerque

Christina Slater, MBA – ABR

Joan M. Sullivan, North Shore Long Island Jewish Medical –

Thursday March 22:

APCR Program Planning Committee 7:00 – 8:30 a.m. (Closed Meeting)

Since there are many new Committee Chairs appointed last year we will have a closed session for Board Members, Committee Chairs, most recently ended tenure Committee Chairs to meet and go over the Rules of Operation as to the responsibilities of each Committee with their Committee Chairs. We hope to have all Committee Chairs, Past Presidents and current Officers present to make for a smoother transition.

RRC Committee: It has been decided on by the Board members that the new incoming President will be the Chair for this Committee. This Committee works closely with the APDR Program Directors Support Committee and Dr. Eric Spickler with concerns that the PD and PC support might have along with any ACGME issues. Dr. Spickler presents these concerns affecting PDs and PCs at the RSNA and AUR yearly. If you have any issues, concerns or

suggestions please direct them to the current President so they can bring them to these meetings.

Scholarship Selection Committee: Pauline Marek completed her tenure as Scholarship Committee Chair and Judy Fast is now the new Chair. The funds have been increased to \$2000.00 All members are eligible to apply for this award which offers financial assistance for one coordinator to attend the AUR meeting. The scholarship award has increased due to the increase in travel costs and budget reductions in many departments/programs.

This year's silent auction brought in a total of \$751.50 including a \$50 anonymous donation.

The Committee decided to hold a silent auction again next year in San Antonio, Texas. The theme for this auction will be "Anything Goes". Members will be asked to bring items that can be transported home in luggage easily. The committee also decided to place a "tip jar" with the APCR logo at the auction so donations can be made to the APCR. Prior to the meeting an e-mail will be sent out to APDR members attending the meeting asking them to check out the auction and hopefully make a donation.

Pauline Marek volunteered to make a quilt to be raffled off at next years meeting. Raffle tickets will be e-mailed to the membership so they can print them off and sell them in advance of the meeting. Tickets will be \$1 each for 6 for \$5.

The scholarship announcement will be posted on December 1, 2011 with a February 1, 2012 deadline.

All members are eligible to apply for this award. The intent is to offer financial assistance for one coordinator to attend the AUR meeting.

Survey Committee: The APCR has been using Survey Monkey and has received numerous requests for surveying the membership which provides invaluable information on many levels either for a particular issue or concern, or providing guidance and samples of forms to be used in administering the residency program. Many PD's have used it to help them with data that needs to be collected from the residents to assist them with presentations that they are preparing.

Website Committee: All of the presenters at the 2011 meeting have verbally given permission to post their presentations on the website. Permission forms will be sent to each of them for signature following the meeting.

A Google email account will be set up to use as a networking tool for coordinators. Initially only the email addresses of those present at the annual meeting will be put on the distribution. Everyone on the distribution will be notified when the account is set up. The procedure will be that emails requesting information will be sent from the Google account. The person sending the email will put their business or personal email address so that responses can be sent to only to the person asking for information. All announcements should be directed to the professional development committee to be included in the newsletter. Surveys should be directed to the survey committee. The chair of the professional development committee has agreed to put an announcement and contact information in the newsletter for anyone who wishes to be added to the distribution. It was

stressed that participation is voluntary and members can request to be removed from the distribution at any time.

I would like to thank all of the Past Presidents, current Board Members and Alternates for their participation in our Organization. Without them we would not have become the Organization that we are today. Personally, I have asked several people for things throughout the year and each one has never denied helping and that just goes to show you how special the people who make up this Organization are. They are always willing to help and offer assistance when needed. Each one of our members brings a different kind of special skills and knowledge to the table and it is the diverse culture of the Coordinator that we all appreciate and love.

I would like to give a special thanks to many of the Past Presidents and the President Elect, Kathy Dixon for being there week after week mentoring and helping me along the way.

On behalf of the APCR and me, we would like to offer our appreciation to the APDR for their continued support throughout the years.

Respectfully submitted,

**Tammi Teeters-McDade, TAGME
President, APCR**