

PC005 BR13: Put Me in Coach!

A Coordinator's Role in Coaching Trainees for the Boards

Presented by: Jami Simpson & Ian Todaro

5/30/2017



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Disclosure

- No Conflict of Interest to Report.

Before We Start!

Materials included in webinar:

- Presentation slides (teaching theory & method) and Role Play slides with step by step instructions(demonstrating how our method it works).
- Blank templates provided (for your use)

What We Found at ACGME

- Coordinators like us were concerned trainees would not pass boards
- Some coordinators felt it was their job to assist trainees prep for boards
- Some coordinators felt prepared/able to provide some sort of assistance in board prep

Our tools are meant to help you!

Objectives:

Attendees will be able to:

- Create an inventory of study materials
- Learn how to use the coaching templates
- Create a study plan with trainee
- Communicate coaching plan with stakeholders

What We've Found Our Fellows Benefit!

| Year Enrolled | Fellow | Program | Employment Status During Coaching | Length of Time Enrolled/Receiving Coaching | # Times Specialty Board Exam Taken | Exam Outcome | Barriers |
|---------------|--------|----------------------------|-----------------------------------|--|------------------------------------|--------------|-------------------------|
| 2015 | 2 | Allergy | New Faculty | 9 Months | 2 | Pass | New Job |
| 2015 | 4 | Pulmonary Critical Care | Current Fellow | 5 Months | 1 | Pass | Weak test-taking skills |
| 2016 | 1 | Rheumatology | Recent Graduate | 5 Months | 1 | Pass | Wedding, New Job |
| 2016 | 3 | Allergy | Research Fellow | 9 Months | 2 | Pass | Moving |

Applied Theory



Scaffold Provided:

- Study Materials
- Trainee-Created Study Plan
- Accountability Check-
- ^{Ins} Faculty Support



I Don't Have Medical Knowledge, How Can I Coach?



Coordinator Strengths:

- Identify weaknesses
- Organization
- Maintaining deadlines

Some Trainee's Weaknesses:

- Identify weaknesses
- Organization
- Maintaining deadlines

Coaching Steps

Step 1: Create an Inventory

Step 2: 1:1 Meeting to Create Study Plan

Step 3: Follow-up & Support

Step 1: Creating an Inventory

1. Ask senior trainees or faculty for materials
2. Bring a blank Board Prep Study Plan Worksheet
3. Download a copy of the examination Blueprint
4. Get copies of all in-training exam scores
5. Have color pencils, markers, or highlighters available
6. Have a calendar for meetings
7. Research test-taking skills (optional)

Step 1 Continued

- Provide inventory of study materials to trainee
 - Need a photocopy of the Table of Contents
 - Bring inventory materials to in-person meeting
 - Help them obtain copies of materials they don't have

Step 2: 1:1 Meeting to Create Study Plan

- Triangulation:
 - Trainee identifies areas of weakness on in-training exams
 - Color coordination and assign topic % from Blueprint
 - Textbook Table of Contents; identify chapters or pages that covers the topic and include in worksheet
- Create a study timeline
- Set a follow-up plan

Step 3: Follow-Up & Support

- Accountability:

Show me what ya got!

How are things going? Any frustrations? Change in study plan?

How can I assist you better?

Should I stop emailing you?

Step 3: Follow-Up & Support Continued

- ~~Preparing for the big game (2-3 weeks prior to Exam)~~

What topics do you continue to struggle with?

Should we schedule a meeting with a faculty expert?

Do we need to change your study plan to focus more attention on weak topics the week before the test?

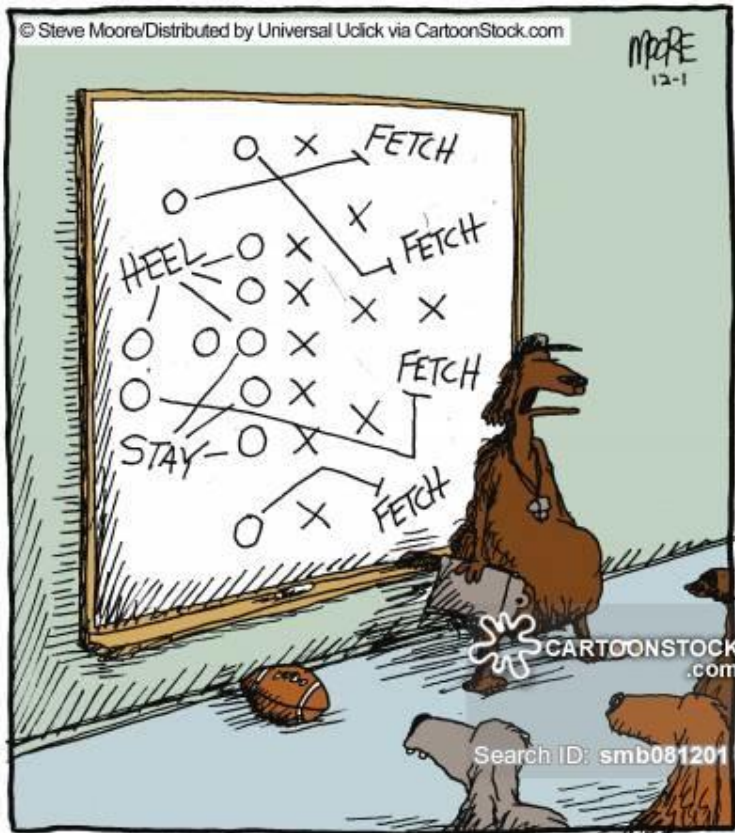
How are you feeling?

Keep it Confidential

- Advertise but don't tell
- Trainees can be sensitive about advertising their struggles.
- Inform the trainee that you will notify the Program Director and the trainee's mentor but no one else will no they are getting coaching.

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12-1



"Any questions?"

Role Play Time!

1. Goals overview
2. Facilitator example (on screen)
3. Questions

TRAINEE BOARD PREP STUDY PLAN WORKSHEET

DATE OF BOARD EXAM: OCTOBER 18, 2017 COORDINATOR CONTACT INFO: @WISC2017 TRAINEE CONTACT INFO: 608-PASS-BOARDS

Trainee: Fill out the tables below to create a Board prep study plan!

Step 1:



List Barriers to Studying/Preparation, if any

| | |
|---|---|
| <ul style="list-style-type: none"> • <i>Wedding on September 29</i> | <ul style="list-style-type: none"> • <i>Starting New Faculty Position in November (out of state)</i> |
| <ul style="list-style-type: none"> • <i>Moving the week after Boards</i> | <ul style="list-style-type: none"> • |
| <ul style="list-style-type: none"> • <i>Possibly packing up just before Boards</i> | <ul style="list-style-type: none"> • |

Step 2:



Briefly Describe Your Study Habits – How/Where/When Do You Study Best?

I am a terrible procrastinator and easily distracted unless I'm in a library devoid of all human contact and technology.
Starting is hard, but once I do, it's easy.
I don't know how to establish realistic deadlines for myself. I always think I have enough time to do more, but never do!

Step 3:



Fellow Study Materials Inventory

| | |
|--|---|
| <ul style="list-style-type: none"> • <i>Academy of Allergy, Asthma, and Immunology Textbook (Author: Abbas)</i> | <ul style="list-style-type: none"> • |
| <ul style="list-style-type: none"> • <i>Cellular & Molecular Immunology Textbook</i> | <ul style="list-style-type: none"> • |
| <ul style="list-style-type: none"> • <i>Articles from Journal Club – Clinical Science, Basic Science</i> | <ul style="list-style-type: none"> • |

Step 4:



List Any Additional Plans or Information (i.e., check-in plan, preferred contact method, names of faculty to contact)

From October 4 until test day (Oct. 18), re-evaluate and re-visit specific topics. Meet with faculty experts or set up phone calls with Jami's help.
I prefer that Jami send me weekly emails to check-in. This will help keep me accountable and on track.
I will contact Dr. Ana-Fileaxis for some articles on Basic Science since she's an expert in that area.

Developed by Jami Simpson, MS & Ian Todaro, MS – Department of Medicine, University of Wisconsin - June 2016



Step 5: Choose color to identify topic weaknesses

- Primary
- Secondary
- Tertiary

Topic Inventory

| Primary Topic Level | | | | Color: BLUE |
|------------------------------------|-----------|---------------------|---|---|
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic |
| [Redacted] | | | | |
| Specific Immune Responses | | | | July 20 - August 1 |
| Secondary Topic Level | | | | Color: ORANGE |
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic |
| [Redacted] | | | | |
| BANK: Cellular & Molecular Biology | | | | |
| Tertiary Topic Level | | | | Color: Pink |
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic |
| [Redacted] | | | | |
| Immunology Disorders | | | | September 22 - 27 |

Step 6: highlight weaknesses in In-Training Exam

ITE Report for Examinee vs National Average

| <u>Name First</u> | <u>Name Last</u> | <u>CandidateId</u> | <u>FellowYear</u> |
|-------------------|------------------|--------------------|-------------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

| | <u>#OfQuestions*</u> | <u>#Correct</u> | <u>National Average</u> # Correct | <u>Examinee Percentile</u> |
|---------------------------------------|----------------------|-----------------|--------------------------------------|----------------------------|
| I. Basic Science | 64 | 20 | 31 | 6% |
| A. Immune mechanisms | 12 | 5 | 6 | 34% |
| B. Cells Involved in Immune Responses | 11 | 1 | 4 | 4% |
| C. Specific Immune Responses | 18 | 5 | 8 | 8% |
| D. Laboratory Tests | 15 | 4 | 7 | 13% |
| E. Anatomy / Physiology / Pathology | 4 | 2 | 1 | NA |
| F. Research Principles | 4 | 3 | 2 | NA |
| II. Clinical Science | 130 | 78 | 79 | 48% |
| A. Hypersensitivity Disorders | 51 | 37 | 34 | 72% |
| B. Immunological Disorders | 26 | 13 | 14 | 34% |
| C. Pharmacology / Therapeutics | 25 | 12 | 14 | 21% |
| D. Specific Diagnostic Modalities | 15 | 11 | 8 | 87% |
| E. Allergens / Antigens | 13 | 5 | 6 | 26% |
| Total Questions | 194 | 98 | 110 | 23% |

Step 7: Enter topic in "Topic Name" and score in "ITE"



Topic Inventory

| | | Primary Topic Level | | Color: BLUE |
|------------------------------------|-----------|---------------------|---|---|
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic |
| Basic Science | 6% | | | |
| Cells Involved in Immune Responses | 4% | | | |
| Specific Immune Responses | 8% | | | |
| | | | | |
| Topic Name | ITE Score | | | |
| Laboratory Tests | 13% | | | |
| Pharmacology/Therapeutics | 21% | | | |
| Allergens/Antigens | 26% | | | |
| Immunological Disorders | 34% | | | |
| | | | | |
| Topic Name | ITE Score | | | |
| Immune Mechanisms | 34% | | | |
| Clinical Science | 48% | | | |
| Specific Diagnostic Modalities | 87% | | | |
| Hypersensitivity Disorders | 72% | | | |

Step 8: Highlight percentages in Blueprint


In-Training Exam scores:

Basic Science: 6%

Pharmacology/Therapeutics: 21%

Hypersensitivity disorders: 72%

Allergy Blueprint



[open](#)

Apply for Exam

Examination Blueprint

ABAI's Examination Blueprint illustrates the expected coverage of topics appearing on the annual Certification and Maintenance of Certification examinations. The percentages (shown below) are to be used as a guideline and are not a definitive representation of examination content. These percentages are regularly monitored by the ABAI Board of Directors with the intent that the examination content will reflect the breadth of medical knowledge essential for competence in allergy and immunology.

Certification

| Item Classification List | % Coverage |
|---|------------|
| I. Basic Science | 35% |
| A. Immune mechanisms | 15% |
| B. Cells Involved in Immune Responses (Differentiation, Origin, Reception, Interactions, Secretions) | 10% |
| C. Anatomy / Physiology / Pathology | 7% |
| D. Research Principles | 3% |
| II. Clinical Science | 65% |
| A. Hypersensitivity Disorders | 31% |
| B. Immunological Disorders | 12% |
| C. Non-Disease Specific Pharmacology / Therapeutics | 10% |
| D. Specific Diagnostic Modalities | 7% |
| E. Allergens / Antigens | 5% |

Step 9: Enter percentages in “% ABIM Blueprint” column

↓

| Topic Inventory | | | Primary Topic Level | Color: BLUE |
|------------------------------------|-----------|---------------------|---|---|
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic |
| Basic Science | 6% | 35% | | |
| Cells Involved in Immune Responses | 4% | 10% | | |
| Specific Immune Responses | 8% | 10% | | |
| | | | | |
| Topic Name | ITE Score | % of ABIM Blueprint | | |
| Laboratory Tests | 13% | 3% | | |
| Pharmacology/Therapeutics | 21% | 10% | | |
| Allergens/Antigens | 26% | 5% | | |
| Immunological Disorders | 34% | 12% | | |
| | | | | |
| Topic Name | ITE Score | % of ABIM Blueprint | | |
| Immune Mechanisms | 34% | 15% | | |
| Clinical Science | 48% | 65% | | |
| Specific Diagnostic Modalities | 87% | 7% | | |
| Hypersensitivity Disorders | 72% | 31% | | |

Developed by Jami Simpson, MS & Ian Todaro, MS – Department of Medicine, University of Wisconsin - June 2016



Step 10

- Review table of contents for chapters you will need to study for each weakness
- Highlight using the same color scheme for your top 3 biggest areas of weakness

Cellular + Molecular Immunology Textbook

TABLE OF CONTENTS

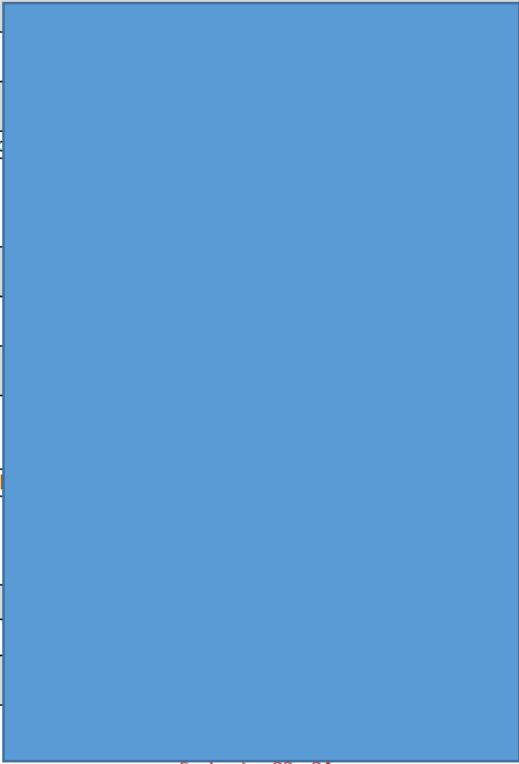
| | Page |
|---|------|
| Overview of the Human Immune Response | 4 |
| T Cell Biology | 7 |
| Immunoglobulin Structure | 9 |
| B Cell Biology | 12 |
| NK Cells and Pattern Recognition Receptors | 15 |
| Mast Cells and Basophil-Biology and Disorders | 17 |
| Cytokines | 19 |
| | 22 |

| | |
|--|-----|
| Urticaria and Angioedema (Including HAE) | 90 |
| Occupational Asthma & Immunologic Lung Disease (Hypersensitivity, ...) | 92 |
| Alpha-1 antitrypsin Deficiency, Cystic Fibrosis) | 94 |
| Immunology | 96 |
| Allergy Diagnosis and Treatment | 100 |
| Allergen Immunotherapy | 102 |
| Immunology | 105 |
| Pharmacology | 107 |

Step 11: Enter textbook, and chapters you highlighted on the table of contents

This may also include any items you listed on page one of this worksheet as a study resource

Topic Inventory

| Primary Topic Level | | | | Color: BLUE | |
|------------------------------------|-----------|---------------------|---|---|-------------|
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic | |
| Basic Science | 6% | 35% | Journal Club Article: Basic Science |  | |
| Cells Involved in Immune Responses | 4% | 10% | BOOK: Cellular & Mol. Immunology Pg. 7, 12, 15, 17, 22, 24, 28, 35, 37 | | |
| Specific Immune Responses | 8% | 10% | BOOK: Cellular & Mol. Immunology Pg. 4, 9, 48, 51, 54, 100 | | |
| Secondary Topic Level | | | | | Color: BLUE |
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | | |
| Laboratory Tests | 13% | 3% | BOOK: Cellular & Mol. Immunology Pg: 43 | | |
| Pharmacology/Therapeutics | 21% | 10% | BOOK: Cellular & Mol. Immunology Pg. 105 | | |
| Allergens/Antigens | 26% | 5% | Academy of Allergy, Asthma, and Immunology Textbook: Pg. 89 | | |
| Immunological Disorders | 34% | 12% | Academy of Allergy, Asthma, and Immunology Textbook: Pg. 293, 319, 345, 407 | | |
| Tertiary Topic Level | | | | | Color: BLUE |
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | | |
| Immune Mechanisms | 34% | 15% | Journal Club Article: Clinical Science | | |
| Clinical Science | 48% | 65% | Journal Club Article: Clinical Science | | |
| Specific Diagnostic Modalities | 87% | 7% | BOOK: Cellular & Mol. Immunology Pg. 45 | | |
| Hypersensitivity Disorders | 72% | 31% | BOOK: Cellular & Mol. Immunology Pg. 92 | | |

Step 12: Count how many weeks you have to study before the exam

Step 13: Assign weeks to each topic

Topic Inventory

| Primary Topic Level | | | | | Color: BLUE |
|------------------------------------|-----------|---------------------|--|---|---------------|
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic | |
| Basic Science | 6% | 35% | Journal Club Article: Basic Science | July 5 – July 19 | |
| Cells Involved in Immune Responses | 4% | 10% | BOOK: Cellular & Mol. Immunology Pg. 7, 12, 15, 17, 22, 24, 28, 35, 37 | July 20 – July 27 | |
| Specific Immune Responses | 8% | 10% | BOOK: Cellular & Mol. Immunology Pg. 4, 9, 48, 51, 54, 100 | July 28 – August 4 | |
| Secondary Topic Level | | | | | Color: ORANGE |
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic | |
| Laboratory Tests | 13% | 3% | BOOK: Cellular & Mol. Immunology Pg. 43 | August 5 – August 12 | |
| Pharmacology/Therapeutics | 21% | 10% | BOOK: Cellular & Mol. Immunology Pg. 105 | August 13 - August 20 | |
| Allergens/Antigens | 26% | 5% | Academy of Allergy, Asthma, and Immunology Textbook: Pg. 89 | August 21 – August 28 | |
| Immunological Disorders | 34% | 12% | Academy of Allergy, Asthma, and Immunology Textbook: Pg. 293, 319, 345, 407 | August 29 – September 5 | |
| Tertiary Topic Level | | | | | Color: Pink |
| Topic Name | ITE Score | % of ABIM Blueprint | Associated Study Sources from Inventory (Book chapters, articles, online resources) | Dates To Study Topic: *may also use a blank calendar to note specific study dates for the selected topic | |
| Immune Mechanisms | 34% | 15% | Journal Club Article: Clinical Science | September 6 – September 13 | |
| Clinical Science | 48% | 65% | Journal Club Article: Clinical Science | September 14 – September 21 | |
| Specific Diagnostic Modalities | 87% | 7% | BOOK: Cellular & Mol. Immunology Pg. 45 | October 2 - 5 | |
| Hypersensitivity Disorders | 72% | 31% | BOOK: Cellular & Mol. Immunology Pg. 92 | September 22 – 24 | |



Questions?

Thanks!

References

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