



Building Effective Programs Together
ACGME Headquarters
Sunday, October 2-Tuesday, October 4, 2016

AGENDA – Day 1 (Sunday, October 2)

The Day 1 portion of the workshop will provide the opportunity for program director (or associate program director)-program coordinator dyads to explore their learning styles and understand how to work more effectively together. The dyad must be from the same program. The session will be interactive. It will focus on developing and honing teambuilding skills, allowing participants to get to know each other in a non-threatening setting. All portions will be led by Dr. Timothy Brigham and Ms. Debra Dooley.

As a result of attending this activity, participants will be able to:

1. Understand their personal leadership styles
2. Recognize and manage their strengths and weaknesses as members of the team
3. Develop knowledge and appreciation of group and interpersonal behavior
4. Collaborate more effectively as a team

7:30 a.m.	Continental Breakfast
8:00 a.m.	Opening Remarks – Plan for the Day <i>Dr. Timothy Brigham</i>
8:15 a.m.	Dynamics of Group Function - Discovering Your Personal Leadership Strengths and Weaknesses <i>Dr. Timothy Brigham</i>
10:00 a.m.	Break
10:15 a.m.	Dynamics of Group Function - Discovering Your Personal Leadership Strengths and Weaknesses (continued) <i>Dr. Timothy Brigham</i>
12:00 p.m.	Lunch
1:00 p.m.	Group Exercise – Program Directors and Coordinators Separate <i>Program Directors – Dr. Timothy Brigham</i> <i>Coordinators – Ms. Debra Dooley</i>
1:45 p.m.	Break
2:00 p.m.	Group Reconvenes for Comparative Discussion <i>Dr. Timothy Brigham, Ms. Debra Dooley</i>

- 2:45 p.m. Conclusions from Exercises
Dr. Timothy Brigham, Ms. Debra Dooley
- 3:30 p.m. Benefiting From What You've Learned Today
Dr. Timothy Brigham
- 4:00 p.m. Adjourn

AGENDA – Day 2 (Monday, October 3)

Days 2 and 3 will offer highly interactive sessions and assist program directors and coordinators in developing skills in multiple assessment methods and tools, in application and use of the Milestones, and in how to work together to design effective practices for Clinical Competency Committees (CCCs). Specific sessions will focus on how to evaluate whether the assessment tools being used in the program, such as evaluation forms, direct observation, and multi-source feedback, are working effectively, how to use the Milestones for entrustment decisions, how to approach a resident in difficulty, and how to manage an effective CCC. Finally, participants will learn how a systems approach can enhance their assessment program. All portions will be led by Dr. Eric Holmboe.

As a result of attending this activity, participants will be able to:

1. Apply the concept of utility to evaluate your program's assessment tools and methods
2. More effectively implement assessment systems in their programs, including for the Milestones
3. More effectively manage CCCs
4. More effectively use multiple assessment tools in their residency or fellowship programs
5. Develop a system for working with residents and fellows in difficulty

- 8:00 a.m. Continental Breakfast
- 8:30 a.m. Introduction to systems and program approach to assessment
"Good Assessment" – what does this look like and how do you know your assessment methods are working?
 - Concept of utility in assessment
 - Importance of purpose
 - Curricular and assessment mapping
- 12:00 p.m. Lunch
- 1:00 p.m. Introduction to program evaluation and logic model for competency-based medical education (CBME)
Program planning time for the coordinator and program director/associate program director
 - Start work on Blueprint
- 4:00 p.m. Adjourn

AGENDA – Day 3 (Tuesday, October 4)

- 8:00 a.m. Continental Breakfast
- 8:30 a.m. Dyad exercise: “What do you need from me to help you be most effective?”
Share initial change plans with group: each dyad will have five minutes to present to the three other teams at the table. Each team should also have a few specific questions on which they want feedback from the group.
Clinical Competency Committees
- Designing and implementing effective committees
 - Creating effective feedback loops
 - Evaluation of current CCC function
- Residents (and fellows) in difficulty – Part 1
- 11:30 a.m. Lunch
- 12:00 p.m. Residents (and fellows) in difficulty – Part 2
Finalize:
- Blueprint
 - Individual learning plans
 - Next steps as a dyad team
- 2:00 p.m. Adjourn