

12th Annual

PATHOLOGY

Residency Program Administrators/Coordinators Workshop

Includes sessions about core programs, subspecialty programs
and one-year pathology selectives

February 24-26, 2010
Las Vegas Marriott
Las Vegas, Nevada

New Administrator/Coordinator Sessions
Wednesday, February 24, at 8 a.m.



National Center for Evaluation
of Residency Programs

WORKSHOP SCHEDULE

Wednesday, February 24, 2010

New Administrator/Coordinator Sessions

Open to all workshop participants. Sessions focus on the needs of the new administrator/coordinator. Small-group setting encourages participants to feel comfortable asking questions.

8 - 8:45 a.m. Overview of the Accreditation Process *Donald A. Bosshart, Ed.D.*

Session is an introduction to the ACGME, RC, institutional and board requirements. What is a PIF, and how is it completed? What is an internal review, and what is an ACGME site visit? Session provides an overview of the accreditation process and its evolution.

8:45 - 9:45 Overview of the Competencies *Donald A. Bosshart, Ed.D.*

The program and institutional requirements mandate that programs teach and evaluate general competencies in the following areas: patient care, medical knowledge, interpersonal and communication skills, professionalism, practice-based learning and improvement, and systems-based practice. Session provides descriptions of the competencies and how programs can evaluate them.

10 - 11 The Common Requirements and Selected Common PIF Questions *Donald A. Bosshart, Ed.D.*

Important highlights of the common program requirements that all residency and fellowship programs must follow. Related common PIF questions will also be addressed. Participants should read and be familiar with the *Program Director Guide to the Common Requirements*.

11 - 12 p.m. Planning and Organizing for Success *Katie Raymundo*

Proactive planning, information seeking, networking and staying organized are key ingredients to success as a program administrator. Practical tips for success.

12:30 - 1 p.m. Conference Registration

1 - 2 The ACGME's Evolving Approach to Accreditation - What Now and What Next? *Donald A. Bosshart, Ed.D.*

The ACGME's mission is to "improve healthcare by assessing and advancing the quality of resident physicians' education through accreditation." Residency programs should be role models for the delivery of excellent patient care and leaders in quality improvement (QI). The American Board of Medical Specialties (ABMS) mandated in 2009 that all of its board-certified physicians are expected to understand quality improvement and how to document that they have made quality improvements to their patients' healthcare outcomes. What is the Milestone Project, and how will it improve patient safety and impact your program? What else is new?

2 - 2:30 The Yearly Evaluation of Your Curriculum *Renee Gordon, Donald A. Bosshart, Ed.D.*

The ACGME requires a documented formal, systematic evaluation of the curriculum at least annually. Resident, faculty, and graduate performance as well as program quality are to be assessed, monitored, and tracked. Tables and graphs showing aggregate data for each class of residents, statistical reports from residents and faculty confidential evaluations of the program, and in-service exam and board performance summaries need to be produced and interpreted. Deficiencies and action plans are to be approved by faculty. This information is the keystone to your program's educational QI activities.

2:45 - 3:45 Evidence That Your Residents Have Mastered Each Competency *Raymond P. Anderson, Katie Raymundo, Donald A. Bosshart, Ed.D.*

How can you be certain a resident has attained one or more of the required competencies? Sharpen your powers of observation and increase your understanding of the competencies. When you and your director are more adept at recognizing the competencies, you can encourage the attitudes, values and behaviors that comprise them in others. Provide coaching and support to your program's leadership team as it models the competencies through your program's operation.

4 - 5 The Pathology Program Requirements and PIF Questions *Raymond P. Anderson, Debby Rathbun*

Session is a review of RC requirements and data collection and reporting requirements for pathology residencies. Frequent citations, PIF questions and common PIF mistakes will be discussed. New developments at the American Board of Pathology will also be discussed. Fellowship coordinators should attend.

6 p.m. Optional Dine-out Groups

Thursday, February 25, 2010

8 - 8:45 a.m. Preparing Residents for Changing Pathology Practice Environments *Raymond P. Anderson*

The practice of pathology has undergone rapid change and the rate of change will increase with new developments in digital imaging, electronic communication and the need to assist physicians and patients in understanding the uses for and interpretation of increasingly sophisticated laboratory studies. What skills will need to be taught to the next generation of physicians? How can programs support residents as they prepare to enter rapidly changing pathology practices? How will the CAP project to Transform the Practice of Pathology impact GME?

8:45 - 9:15 Resident Portfolio Systems, the Six Competencies and the ALP *Katie Raymundo, LeeTanya Marion-Murray*

What is a portfolio, and how can it facilitate the development of your residents' competence at practice-based learning and improvement? How can a simple resident portfolio system be started on your program's intranet, while the ACGME moves forward with its ALP? How can portfolios facilitate communication, reduce filing, improve documentation of resident performance, and encourage reflection and promote the creation of written individual resident learning plans? Common pitfalls involved in introducing and implementing an electronic portfolio will also be discussed.

9:30 - 10 Using the 360-degree Evaluation *Rosario Guzman*

What is a 360-degree evaluation, and how can it be used effectively to evaluate residents and fellows? Practical tips will be provided.



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WORKSHOP SCHEDULE

10:15 - 11 The ACGME Milestone Project and Implications for Pathology Resident and Fellowship Education

Debby Rathbun, Donald A. Bosshart, Ed.D.

Why does the ACGME think that Graduate Medical Education needs “Milestones?” How will milestones be defined for Pathology, and how will resident attainment be measured? How and when will the milestone performance measures be used in the accreditation process? How could the milestones influence the way pathology residency education is evaluated and/or conducted?

11 - 12 p.m. Preparing for a Site Visit or Internal Review

Donald A. Bosshart, Ed.D.

Important issues addressed on a continuing basis can reduce the time required to prepare the PIF and other necessary documents for an ACGME site visit or an internal review. This decreases the stress of a site visit. Session reviews site-visit preparation, setting priorities, interfacing with your program director, common site-visit pitfalls, and important procedural issues. While the specific procedures and processes for internal reviews are established by each program’s sponsoring institution, the key elements required by the ACGME for an internal review are explained, as are the steps for thorough preparation.

12:15 - 1:30 A Foundation of the College of American Pathologists Luncheon

Arlene Strong

Overview of the grants, scholarships and humanitarian aid available to programs and residents through the foundation. *Advance Reservations required. Luncheon sponsored by the Foundation of the College of American Pathologists.*

Concurrent Sessions

1:30 - 2:30 B Principles of Quality and Process Improvement

Joan Sullivan

The ACGME expects all residents to learn about quality improvement. Residents must be involved in at least two successful quality improvement projects at your program—one addressing system changes (SBP) and the other using education (PBL&I). Overview of QI and Process Improvement concepts, principles and vocabulary and discussion of what elements should be included in a report about a QI project. How can program administrators identify forces that can spark interest in QI projects and encourage their development?

C Pathology Fellowship Education Programs

Mary Lou Mojonner

The Pathology Review Committee recognizes fellowships in the following areas: Blood Banking, Chemical Pathology, Cytopathology, Dermatopathology, Forensic Pathology, Hematopathology, Medical Microbiology, Molecular Genetic Pathology, Neuropathology and Pediatric Pathology. Issues common with the administration of fellowships and answering the PIF questions will be reviewed. Session D will provide 10 to 15 minutes for a discussion of program requirements and PIF questions specific to each type of fellowship. Advance registration for each specific fellowship is required. Session agenda to be announced.

Concurrent Sessions

2:45 - 3:45 D Fellowship Requirements and PIF Questions—Focused Discussions

Mary Lou Mojonner, Donald A. Bosshart, Ed.D.

This session builds on session C and is focused on fellowship-specific accreditation and program management issues. Ten to 15 minute breakout discussions will be devoted to each type of fellowship. Opportunity to discuss fellowship-specific requirements and PIF questions. Indicate fellowship programs of interest when registering, and the session agenda will be announced on the first day of the meeting.

E Using ERAS for Paperless Recruiting

Katie Raymundo

How can you work smart and save time by using more of the features of the ERAS program? Increase your awareness of the capabilities of the ERAS program and learn how to use them.

4 - 5 The Skills Required to be an Excellent Pathology Consultant

Charles Abbott, M.D., FCAP

The process of being an excellent consultant to physicians involves utilizing all six competencies. What are the consultant roles in medicine? What are the boundaries of the roles? How important is the use of good judgment in collecting information, analyzing it and making recommendations? How can residents avoid common consultation pitfalls or errors, and how can programs effectively manage consultation risks? Learn how to infer resident mastery of each of the six competencies through a careful examination of how a resident responds to a request for consultation. Telephone and face-to-face exchanges of information, written consult reports and comments during interdisciplinary case conferences represent key settings where consultation behaviors can be observed.

5 - 6 Reception Sponsored by the College of American Pathologists (CAP)

6:30 p.m. Optional Dine-out Groups

Friday, February 26, 2010

7:30 - 8:15 a.m. Ask the Experts: Round Table Discussions

Conference Faculty

Small-group session to discuss program management issues of general concern.

8:15 - 9:30 The Common Requirements and the Common PIF Questions

Donald A. Bosshart, Ed.D.

Completion of “Common PIF Questions” is required for all core programs. Do you understand the requirements, the intent of the questions, as well as what your program must do to report and document compliance? How does your program document its formal, systematic evaluation of its curriculum? How to correctly answer the Common PIF questions will be included in an analysis and interpretation of the requirements and the *Program Director Guide to the Common Requirements*. Session will offer practical ideas for what programs should do and is important for administrators in core and fellowship programs.

WORKSHOP SCHEDULE

9:45 - 10:15 **Orienting and Working With Your Residents**
*Donald A. Bosshart, Ed.D., Margee Gearhart,
Mayra Martinez*

An effective orientation to the program's written goals and objectives as well as the program's and institution's written policies and procedures is now required by the ACGME. An orientation for each rotation should also take place. Clearly written program policies and procedures, consistent with those of the sponsoring institution, are integral to the process of orienting your residents. Integrating IMGs and AMGs with diverse experiences, values and expectations into your educational and patient care systems sets the tone for program operation. Getting residents on the "same page" and tuned in to professional values is critical to resident morale and the development of a sense of *esprit de corps*. How can you involve residents in this process?

10:30 - 11 **Using Resident Work Products to Assess the Competencies**
Donald A. Bosshart, Ed.D.

Each day residents perform a number of important tasks that result in "work products." By examining the quantity and quality of resident work products, inferences can be drawn about his/her attainment of the competencies. Some work products are positive and save time. Others waste the time and resources of the department, potentially damaging your program's image.

11 - 11:30 **Building Relationships and Solving Problems through a Resident Retreat**
Katie Raymundo

Leaving the hospital with its constant interruptions for a resident retreat can strengthen relationships and open communication among residents, faculty, program leaders, and chief resident(s). Teaching residents how groups can solve problems and build consensus about expectations provide important lessons in interpersonal skills and teamwork. Different retreat formats are used for different objectives. Build *esprit de corps* among your resident group and address issues of professionalism.

11:30 - 12 p.m. **Developing Your and Your Resident's Administrative Vision and Strategies**
Donald A. Bosshart, Ed.D.

As an administrator or resident, your job is not only to report problems to your director, but also analyze them, articulate possible solutions, and make clear recommendations about what should be done to solve them. Problem-solving requires vision and understanding of possible strategies, important teamwork principles and insight into systems-based practice.

12 - 1 **Lunch on Your Own**

or

E **Dermatopathology Subspecialty Residency Programs (luncheon session)**
Donald A. Bosshart, Ed.D.

Dermatopathology subspecialty programs are open to residents who have completed either a pathology or a dermatology residency. Program accreditation requires equal participation from core programs in pathology and dermatology. The session will include a review of the requirements and the PIF, administrative and logistical issues and important steps to ensure accreditation success. *Advance reservations required. Lunch provided.*

1 - 2 **Recruiting and Selecting Residents for the New "Transformed" Profession of Pathology**
*Corey J. Parker, M.P.A., Raymond P. Anderson,
Donald A. Bosshart, Ed.D.*

Changing existing resident attitudes, values, and work habits that are "problematic" is much more difficult than developing and refining good habits and values. It is best if your program can identify, recruit and select residents who possess, or at least understand, and want to develop their performance with respect to the six ACGME competencies. What should your program do to attract top-quality AMGs and IMGs who will embrace the new roles required of future pathologists? How can a program use the six competencies in various stages of the selection process? Discussion and problem-solving about pathology interest groups, Web site links, telephone screening and recruitment using the competencies and behavioral interviewing questions.

2 - 2:30 **How to Reach Out and Recruit - a case study**
Cheryl Dixon

A fun web site, dedicated program leaders and faculty, systematic communication with candidates, a team of involved residents and a clear set of selection criteria are key ingredients for recruitment success. A report from the Pathology Residency at Scott and White Memorial Hospital.

2:30 - 3 **You and Your Job: Descriptions, Reviews and Reclassifications**
Raymond P. Anderson, Donald A. Bosshart, Ed.D.

Does your job description accurately capture all that you do? What key phrases better communicate your skills and activities? How can you change your role, enhance your image and position in the organization, and capitalize on your strengths? How do you make the transition from secretary to program administrator/coordinator to program manager? Session includes key points to remember when undergoing a job review or requesting a reclassification. Bring your current job description.

3 - 3:30 **Improving Your Program Through "Rounding for Outcomes"**
Joan Sullivan

As a part of Long Island Jewish Health System's commitment to excellence, all members of the institution's leadership conduct "rounds" with their employees. The goals of this activity are to encourage reflection, self-assessment, bi-directional and open communication with the hospital's administration, with the intention of improving performance and outcomes. These meetings are called "rounding for outcomes." The process used to conduct rounds and how they are documented and reported will be discussed. The positive outcomes for the pathology residency and department from engaging in this activity will also be described.

3:30 - 4 **Pathology Selective Accreditation**
Mary Lou Mojonner

The Pathology RC approves and has provisions for programs accredited to offer a 5th year for those residents who may need additional training or those individuals who wish to have an additional year of training under the umbrella of selective pathology. These are offered in the areas gastrointestinal pathology, soft tissue pathology, and surgical pathology.



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CONFERENCE FACULTY AND PLANNING COMMITTEE

Donald A. Bosshart, Ed.D.

Chairman and CEO, National Center

for Evaluation of Residency Programs, Kent, Ohio

Dr. Bosshart received his doctorate in educational psychology in 1972 from the University of Illinois in Champaign, Illinois, where he focused on educational measurement and evaluation. He began his career in medical education at the University of Texas Medical Branch at Galveston where he spearheaded a number of changes to the undergraduate medical curriculum and the evaluation process. His work with standardized patients, standards-based feedback systems and clinical skills received national recognition.

In 1977, Dr. Bosshart joined the newly created Northeastern Ohio Universities College of Medicine, where he played a key role in planning, developing, implementing and evaluating the six-year B.S./M.D. curriculum. In addition to his responsibilities in the office of medical education as coordinator for curricular methods and evaluation, he served as the administrative director and chairman of the Principles of Ambulatory Care Course from 1978 to 1982. In 1984, he was also appointed special assistant to the president and worked with 45 graduate medical education programs in the eight affiliated community teaching hospitals.

In 1992, he founded the National Center for Evaluation of Residency Programs, which delivers educational and evaluation services to residency programs throughout the country and has organized and conducted more than 100 major faculty development seminars for more than 2,000 representatives of 3,000 residency programs. Dr. Bosshart has also received national recognition for his efforts to advance the area of patient education. He has been a frequent presenter and twice chaired the Annual AAFP-STFM Conference on Patient Education. In 2003, Dr. Bosshart received the John H. Renner, M.D. Memorial Award of Excellence for his contributions to the field of patient education. Dr. Bosshart is a licensed psychologist in the state of Ohio. He also serves on the board of directors of Portage Path Behavioral Health in Akron, Ohio, and the Northeastern Ohio Psychiatric Institute.

Charles Abbott, M.D. FCAP

Medical Director of Molecular Pathology and Flow Cytometry,

Berkshire Medical Center, Pittsfield, Massachusetts

Dr. Abbott received his medical degree from the University of Sheffield Medical School in Sheffield, England, in 1997. He completed his internship in internal medicine in 2000 and his AP/CP residency in pathology at Berkshire Medical Center in 2004. He completed his fellowship in hematopathology at the University of New Mexico in 2005, after which returned to Berkshire Medical Center. He has served on numerous committees at Berkshire Medical Center and for the College of American Pathologists.

Raymond P. Anderson

Business Operations Manager, Department of Pathology and Laboratory Medicine, Tufts Medical Center, Boston, Massachusetts

An experienced coordinator, Mr. Anderson holds a bachelor of arts degree in healthcare administration from Stonehill College and is working towards a master of science degree in operations management from Lasell College. In addition to managing the residency training program for the department, he is responsible for professional staff credentialing, including competency and performance summary, maintaining quality assurance documentation and providing administrative backing to the physician practice under the direction of the Pathology-in-Chief. Mr. Anderson is an accomplished musician and serves as the director of music for a parish in the Archdiocese of Boston.

Cheryl Dixon

Residency Program Administrator, Pathology Residency & Fellowship Programs, Scott & White Memorial Hospital, Temple, Texas

Ms. Dixon joined Scott & White in 1984. From 1988 to 1993, she was senior secretary for the safety department. Then she worked as educational assistant in the employee education department, prior to working in the human relations department. From 1996 to 2000, she was a desktop publisher for the Scott & White Health Plan. In 2000, she joined the pathology department in her current position. She is very active in the Bethel Assembly of God church, where she serves as a youth sponsor, a member of the worship team, and plans and organizes city-wide inter-denominational Christian Women's Conferences.

Renee Gordon

Residency and Fellowship Program Manager, Pathology Residency Program, University of Arkansas for Medical Sciences, Little Rock, Arkansas

Ms. Gordon joined the pathology department in 1999 as an administrative assistant and was later promoted to her position as residency and fellowship coordinator. Ms. Gordon is active in the UAMS campus-wide coordinator's group, serves on the GME executive committee and on her program's residency education committee. She has received the UAMS "Coordinator of the Year Award" for five of the last eight years and has been nominated again for 2010. Renee is in charge of the core program and five fellowships.

Margee Gearhart

Residency Program Coordinator, Pathology Residency Program,

Saint Barnabas Medical Center, Livingston, New Jersey

Ms. Gearhart started her career in healthcare in 1987 as an office manager for a private ENT physician. In 1988, she joined Saint Barnabas Medical Center as the administrative assistant to the chair of the department of pathology. In 1998, she was appointed to her current position of program coordinator/administrative assistant for the pathology residency. She is also a member of the Saint Barnabas Health Care System Medical Education Committee. She is a former member and active supporter of the CADETS, a drum and bugle corps.

Rosario Guzman

Residency and Fellowship Program Coordinator, Pathology Residency Program, Baylor College of Medicine, Houston, Texas

Ms. Guzman joined the Department of Pathology at Texas Children's Hospital as a receptionist in 2001. In 2004, she was promoted to transcriptionist and then to administrative assistant in 2006. In 2008, she joined the Department of Pathology at Baylor College of Medicine, where she was appointed to her current position of residency and fellowship program coordinator. In addition to managing the pathology residency, Ms. Guzman manages four fellowship programs at Texas Children's Hospital.

Mayra Martinez

Program Assistant, Pathology Residency and Hematopathology Fellowship, UMDNJ-Robert Wood Johnson Medical School, New Brunswick, New Jersey

Ms. Martinez began her career in the healthcare industry in 1998, when she worked as a correspondence processor for medical records at Robert Wood Johnson Hospital while attending college. She received a bachelor of arts in French and journalism from Rutgers University in 2002, joining the pathology department at UMDNJ-Robert Wood Johnson Medical School as the residency coordinator that same year. In 2005, she left the pathology program to work for Country Wide Home Loans as a home loan consultant until 2008, when she returned to the UMDNJ pathology program in her current position.

CONFERENCE FACULTY AND PLANNING COMMITTEE

Mary Lou Mojonnier

Education Coordinator, Pathology, Emory University, Atlanta, Georgia
After graduating from Temple University in Philadelphia with a B.S.W. in 1974, Ms. Mojonnier worked as a social worker and started her family. From 1980 to 1987, she worked for Shand Morhan, LLP. in Evanston, Illinois, and was involved with underwriting professional liability insurance. In 1987, she moved to Atlanta, Georgia, and joined Emory University as coordinator of the endocrinology fellowship. In 2004, she joined the pathology department in her current position. She coordinates the core program and 11 fellowships.

LeeTanya M. Murray

Program Coordinator, Pathology and Lab Medicine, Cedars-Sinai Medical Center, Los Angeles, California
Ms. Murray worked for Tenet Healthcare (St. Luke Medical Center, Brotman Medical Center and Daniel Freeman Hospital) in hospital admissions, insurance verification, billing and collections for 12 years prior to joining Cedars-Sinai Medical Center in 1998. From 1998 to 2004, she worked in the outpatient rehabilitation and neurology departments as a management assistant responsible for scheduling, insurance verification and patient registration. In May 2004, she shifted gears and took a position in the department of pathology and lab medicine, and now manages the administrative duties for the residency and six fellowship training programs in pathology. She is an active volunteer in the Cedars' "Music for Healing Program" and sings for patients in the hospital. In 2006, she earned her B.S. in healthcare administration from the University of LaVerne, in LaVerne, California, and is currently working on a dual master's degree in gerontology and health administration. In June 2008, she received the President's Volunteer Service Bronze Award for donating over 100 hours of service to the community.

Corey J. Parker, MPA

Education Division Administrator, University of Illinois at Chicago (UIC), Chicago, Illinois
For 10 years, Mr. Parker has held various administration positions in the healthcare field. From 2000 to 2005, Mr. Parker worked for the Cook County Hospital system within its grants administration department, where he coordinated various grant-funded projects that were geared towards increasing diabetes and asthma awareness in low-income neighborhoods throughout the city of Chicago and suburban areas. In 2005, he started at UIC in the Department of Social Work as a regional coordinator for a grant-funded program called the Great Lakes ATTC, which focused on training and curriculum development for substance abuse treatment facilities within IL, OH, MI, WI, and IN. In addition to his administrative responsibilities, he also served as a Cultural Competency trainer and curriculum developer for a number of agencies within the region. Currently, Mr. Parker facilitates and manages all education programs within the Department of Pathology at UIC. These programs include Residency Training (AP/CP), 3 Fellowships (Hemepath, Surg. Path, and BB/TM), Undergraduate Medical Education, and a PhD program in Pathology. Mr. Parker holds a B.S. in marketing from Illinois State University and a master's degree in public administration (Financial Management) from the University of Illinois at Chicago.

Debby Rathbun

Residency Program Coordinator, Pathology Residency Program, Berkshire Medical Center, Pittsfield, Massachusetts
Ms. Rathbun started working full-time for the pathology department in 1976 as a phlebotomist until 1984, when she began working part-time and job shared. During this time period, she worked in blood banking and cytology. In 1993, she returned to full-time employment when she accepted an assignment to develop and operate a volunteer blood donor program for the hospital. In 1998, Ms. Rathbun became the pathology residency program coordinator and administrative assistant to the directors.

Katie Raymundo

Residency Coordinator, Pathology Residency Program, University of Maryland, Baltimore, Maryland
From 1989 to 1992, Ms. Raymundo worked for Mather and Morgan, preparing corporate medical insurance quotes. In 1992, she joined the Allen Center for Senior Citizens as a secretary. She also worked as a secretary for the National Inter-religious Task Force for Criminal Justice. She joined the pathology department in 1994 as a medical secretary and assistant to the coordinator. She was promoted to her current position in 1998. Since 2007, Ms. Raymundo has been the managing editor for *Pathology Case Reviews* and the *AFIP Fascicles*. She also works as a forensics investigator for Anne Arundel County for the Maryland State Medical Examiner's Office.

Joan M. Sullivan

Pathology and Laboratory Medicine Services Manager, Long Island Jewish Med. Ctr. of the North Shore-Long Island Jewish Health System, New Hyde, New York
For 28 years, Miss Sullivan has held various positions in the Department of Pathology at the Long Island Jewish Medical Center starting as medical secretary II to the chair (1982), became office supervisor (1985), was promoted to pathology services manager (1995) and was named pathology and laboratory medicine services manager when the department was re-organized (2001) by the North Shore - Long Island Jewish Health System. She graduated from Adelphi University on Long Island, New York, with a B.S. in management and communications in 1996. Miss Sullivan administers the pathology residency and the cytopathology fellowship programs. She also manages the pathology medical staff credentialing and compliance and is the health system's project manager for telepathology. She is a CAP inspector and a member of the department's pathology training program committee. Miss Sullivan is also a participant in an ongoing greater New York Hospital Association grant project to develop a web-based cultural competency evaluation tool for residents.



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HOTEL AND REGISTRATION INFORMATION

Accommodations:

Reservations should be made directly with the Las Vegas Marriott Suites located at 325 Convention Center Drive, Las Vegas, Nevada 89109 (702-650-2000 or 800-583-0079). Ask for the "Pathology Residency Administrators Meeting" group rate of \$119 per night for a king suite - single or double occupancy. **Make your reservations by February 8, 2010, for this discounted rate.** The conference will be held on the top floor of this 17-story, 278-room, non-smoking, non-gaming hotel with spectacular views of the city. All rooms have Internet access, coffeemakers, hairdryers, iron and ironing boards, refrigerators and mini-bars, wet bars, sofa sleepers and work stations. Other hotel amenities include an outdoor pool, whirlpool, the Windows Grill restaurant and bar and a business center. The hotel is just off of the Las Vegas Strip and ¼ mile to Monorail at the Convention Center, with stops at nine major hotels and resorts. It is also ¼ mile to the Las Vegas Hilton, the Encore Las Vegas and its adjacent sister property the Wynn Las Vegas Hotel, the new Trump Hotel, the Riviera, and the Fashion Show Mall. It is a ½ mile to the Venetian and Treasure Island. For more information visit: <http://www.visitlasvegas.com>.

Reservations:

Complete the Registration Form and mail it in with your \$475 registration fee to the National Center for Evaluation of Residency Programs, 315 Elmwood Drive, Kent, Ohio 44240 by the registration deadline of **February 8, 2010**. Reserve your space now by FAXing your form to 330-678-9199. Late registration requires telephone confirmation and payment of a \$25 late registration fee. No refunds for cancellation after the registration deadline.

Social Activities:

The hotel is located on the fabulous Las Vegas Strip and within walking distance of all the endless retail establishments, sight-seeing attractions, and dining and entertainment venues the city has to offer. For more information on the city, please visit: <http://www.visitlasvegas.com>.



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Note: Receipt will be sent to the participant registered below.
If payment is for multiple participants, list names here:

Registration Form: Pathology Residency Program Administrators/Coordinators Workshop (Please print clearly.) February 24-26, Las Vegas Marriott, in Las Vegas, Nevada

Name _____ Title _____

Program Name _____ Please list any fellowships: _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ E-mail _____

Wednesday, February 24, 2010 Please select a session from each line below. (Please check)

- New Administrators/Coordinators Sessions: Overview of the Accreditation Process
- New Administrators/Coordinators Sessions: Overview of the Competencies
- New Administrators/Coordinators Sessions: The Common Requirements and Selected Common PIF Questions
- New Administrators/Coordinators Sessions: Planning and Organizing for Success

Thursday, February 25, 2010 Please select a session from each line below. (Please circle)

- 12:15-1:30 p.m. A
- 1:30-2:30 B or C If attending session C, please check fellowships you would like discussed:
___ Blood Banking, ___ Chemical Pathology, ___ Cytopathology,
___ Dermatopathology, ___ Forensic Pathology, ___ Hematopathology, ___ Medical Microbiology,
___ Molecular Genetic Pathology, ___ Neuropathology, ___ Pediatric Pathology
- 2:45-3:45 D or E

Friday, February 26, 2010 Please select a session from each line below. (Please circle)

- 12-1 p.m. F