



HARVARD MEDICAL SCHOOL

DEPARTMENT OF CONTINUING EDUCATION

PRINCIPLES OF MEDICAL EDUCATION: MAXIMIZING YOUR TEACHING SKILLS

sponsored by

**Carl J. Shapiro Institute for Education and Research at
Harvard Medical School and Beth Israel Deaconess Medical Center**

March 20 - 22, 2009

at the

Boston Marriott Cambridge, Cambridge, MA

under the direction of

Beth A. Lown, MD; Lori R. Newman, MEd; David H. Roberts, MD; Richard M. Schwartzstein, MD

This course is an introduction to the principles of effective clinical teaching for adult learners. Through didactic and interactive sessions, participants will learn models of clinical instruction and how to apply these effective techniques to their own teaching. The course will also provide an exploration of critical thinking, reflection, assessment, and feedback.

Course facilitators are Harvard Medical School faculty members with advanced training in medical education and extensive experience teaching medical students, residents, and faculty. Participants will rotate through a series of 4 to 5 dynamic, small group sessions focusing on teaching methods such as case-based teaching, lecturing, bedside teaching, providing effective feedback, and ambulatory clinical teaching. Plenary sessions will offer insights into the principles of adult learning, the fostering of critical thinking skills, the development of new curricula, the assessment of trainee competencies, and the effective use of technology for the millennial learner. Course attendees may also visit our state-of-the-art Carl J. Shapiro Simulation and Skills Center to learn first-hand how simulation may be effectively incorporated into clinical teaching.

Participants will have the opportunity to network and engage with like-minded clinician-educators from across the country to discuss their educational challenges and questions. Facilitators will encourage attendees to reflect on their own learning needs throughout the conference. At the Carl J. Shapiro Simulation and Skills Center, attendees will have the opportunity for hands-on participation in simulated learning experiences.

This course is intended for those with teaching responsibilities in undergraduate, graduate, and continuing medical education.

Attendance is limited to 150 participants

Program on Reverse Side

ACCREDITATION: Harvard Medical School is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians. Harvard Medical School designates this educational activity for a maximum of 17 AMA PRA Category 1 Credit(s)[™]. Physicians should only claim credit commensurate with the extent of their participation in the activity.

REGISTRATION: **Tuition - \$775 (USD) if registered by 1/15/09, \$850 (USD) after 1/15/09. Reduced Fee for Residents and Fellows in Training (with a letter of verification from Department Chair) and Allied Health Professionals - \$600 (USD).** All foreign payments must be made by a draft on a United States Bank or by Visa or MasterCard. If paying by check, please make payable to *Harvard Medical School* and mail with completed registration form to **Harvard Medical School-Department of Continuing Education, P.O. Box 825, Boston, MA 02117-0825.** If paying by credit card, please register online at www.cme.hms.harvard.edu/courses/foundations. **Telephone or mail-in registration with credit card payment is not accepted.** Inquiries should be directed to the above address, made by phone: (617) 384-8600, Monday - Friday, 10 AM to 4 PM (EST) or by e-mail: hms-cme@hms.harvard.edu. Upon receipt of registration a confirmation will be mailed to the address listed on the form.

Please note: Program changes/substitutions may be made without notice.

ONLINE: To register or view course information online, visit: www.cme.hms.harvard.edu/courses/foundations. To ensure proper registration, please add the first three characters of the source code found at the bottom of the registration form.

REFUND POLICY: A handling fee of \$60 is deducted for cancellation. Refund requests must be received by mail or fax one week prior to the course. No refunds will be made thereafter.

COURSE LOCATION: The course will be held at the **Boston Marriott Cambridge**, 2 Cambridge Center, Cambridge, MA (TEL: 617-494-6600).

ACCOMMODATIONS: *Hotel rooms in Boston and Cambridge are limited. You are urged to make your reservations early.* A limited number of rooms has been reserved at the **Boston Marriott Cambridge** until **February 27, 2009**. Please specify that you are enrolled in this course to receive a reduced room rate of \$144 Single/Double. A map of Boston and Cambridge listing local hotels will be sent with your confirmation of enrollment. For additional housing assistance, call Boston Reservations at (617) 332-4199.

TRAVEL: For information on reduced airfare, call HMS-DCE at (617) 384-8600, Monday - Friday, 10 AM to 4 PM (EST).

PRINCIPLES OF MEDICAL EDUCATION: MAXIMIZING YOUR TEACHING SKILLS Class #292631

March 20-22, 2009

**Tuition Fee: \$775 (USD) if registered by 1/12/09; \$850 (USD) after 1/15/09
Residents* and Fellows in Training* and Allied Health Professionals: \$600 (USD)**

Yes, I would like to participate in the Simulation Team Training and Crisis Management (Friday, 3/20/09 6:00-9:00 PM - \$200)
 ** (Space is limited. See back for details).
Round Table Discussion Choices: Select your top 5 choices for Friday and Saturday round table discussion. You must select 5 different choices. (See schedule on back for corresponding number). RT ___ RT ___ RT ___ RT ___ RT ___

ALL FIELDS REQUIRED. Please Print Clearly

Full Name _____ Degree _____
 First Middle Initial Last

Mailing Address _____
 Street City State Zip Code

Daytime Phone (____) _____ Fax Number (____) _____

E-Mail Address _____
 Please check if you want to be **excluded** from receiving email notices of future Harvard Medical School, Department of Continuing Education programs.

Professional School Attended _____ Year of Graduation _____

Primary Specialty (Physicians Only) _____

* A letter of verification from Department Chair must accompany registration form for a reduced fee.

Form of Payment

IF PAYING BY CHECK, please make payable to *Harvard Medical School* and mail to:
Harvard Medical School, Department of Continuing Education, P.O. Box 825, Boston, MA 02117-0825

IF PAYING BY CREDIT CARD, **telephone or mail-in registrations are not accepted.**
 Please register online at WWW.CME.HMS.HARVARD.EDU/COURSES/FOUNDATIONS



ONLINE REGISTRANTS--add the first three characters of the source code here →

Source Code: WEB

PROGRAM

PRINCIPLES OF MEDICAL EDUCATION: MAXIMIZING YOUR TEACHING SKILLS

Boston Marriott Cambridge

Friday, March 20, 2009

7:00 - 8:00	Registration and Continental Breakfast	
8:00 - 8:30	Welcome and Course Introduction.....	David Roberts, MD
8:30 - 9:30	Plenary - Principles of Adult Learning.....	Beth Lown, MD
9:45 - 11:15	Teaching Methods Workshops:	
	• Lecturing Skill Development.....	Charles Hatem, MD
	• Small Group/Case-Based Teaching.....	David Roberts, MD
	• Teaching at the Bedside.....	Richard Schwartzstein, MD
	• Teaching in the Ambulatory Setting.....	Sara Fazio, MD
	• Giving Effective Feedback.....	Sean Kelly, MD
11:15- 12:30	Lunch	
12:30 - 1:30	Plenary - Fostering Critical Thinking Skills.....	Richard Schwartzstein, MD
1:45 - 3:15	Teaching Methods Workshops:	
	• Lecturing Skill Development.....	Charles Hatem, MD
	• Small Group/Case-Based Teaching.....	David Roberts, MD
	• Teaching at the Bedside.....	Richard Schwartzstein, MD
	• Teaching in the Ambulatory Setting.....	Sara Fazio, MD
	• Giving Effective Feedback.....	Sean Kelly, MD
3:30 - 4:30	Round Table Discussions: Session I (choose from the list below)	
6:00 - 9:00	Simulation Team Training and Crisis Management - Join the faculty of the Carl J. Shapiro Simulation and Skills Center at Beth Israel Deaconess Medical Center for a dinner meeting and hands-on simulated learning experiences/(additional \$200 fee required)	

Saturday, March 21, 2009

8:30 - 9:30	Plenary - Introduction to Curriculum Development and Instructional Design.....	Anjala Tess, MD
9:35 - 11:05	Teaching Methods Workshops:	
	• Lecturing Skill Development.....	Richard Schwartzstein, MD
	• Small Group/Case-Based Teaching.....	Beth Lown, MD
	• Teaching at the Bedside.....	Anjala Tess, MD
	• Teaching in the Ambulatory Setting.....	Susan Frankl, MD
	• Giving Effective Feedback.....	Amy Ship, MD
11:20 - 12:15	Group Consultation Session.....	Richard Schwartzstein, MD - Moderator
12:15 - 1:15	Round Table Discussions: Session II (choose from the list below)	
1:15 - 2:15	Plenary - Competency Assessment in Medical Education.....	Charles Hatem, MD
2:20 - 3:50	Teaching Methods Workshops:	
	• Lecturing Skill Development.....	Richard Schwartzstein, MD
	• Small Group/Case-Based Teaching.....	David Roberts, MD
	• Teaching at the Bedside.....	Anjala Tess, MD
	• Teaching in the Ambulatory Setting.....	Susan Frankl, MD
	• Giving Effective Feedback.....	Amy Ship, MD
4:00 - 5:00	Panel Discussion with Course Faculty Moderators: Lori Newman, MEd and David Roberts, MD	

Sunday, March 22, 2009

8:30 - 9:30	Plenary - Millennial Learners and Use of Technology.....	Grace Huang, MD and David Roberts, MD
9:45 - 11:15	Teaching Methods Workshops:	
	• Lecturing Skill Development.....	Charles Hatem, MD
	• Small Group/Case-Based Teaching.....	Beth Lown, MD
	• Teaching at the Bedside.....	Christopher Smith, MD
	• Teaching in the Ambulatory Setting.....	Susan Frankl, MD
	• Giving Effective Feedback.....	Amy Ship, MD
11:30 - 12:15	Lessons Learned.....	David Roberts, MD

Round Table Discussion Options (Friday and Saturday sessions)

RT1	Becoming a Good Mentor.....	Sheila Barnett, MB, BS and Phillip Boiselle, MD
RT2	Teaching and Assessing Communication Skills.....	Beth Lown, MD
RT3	Teaching Procedural Skills.....	Marc Cohen, MD
RT4	Hospitalist as Teacher.....	Anjala Tess, MD
RT5	Building a Teaching Portfolio.....	David Roberts, MD
RT6	Teaching in the ICU.....	Richard Schwartzstein, MD
RT7	Peer Observation of Teaching.....	Lori Newman, MEd
RT8	Teaching in the OR.....	Charles Vollmer, MD
RT9	Establishing a Medical Education Fellowship.....	Charles Hatem, MD
RT10	Effective Use of Medical Education Technology.....	Grace Huang, MD
RT11	Teaching Professionalism.....	Michael Kahn, MD
RT12	Incorporating Simulation into Teaching.....	Daniel Jones, MD

HARVARD MEDICAL SCHOOL FACULTY

Phillip Boiselle, MD
Associate Professor of Radiology

Sheila Barnett, MB, BS
Associate Professor of Anaesthesia

Marc Cohen, MD
Instructor in Medicine

Sara Fazio, MD
Assistant Professor of Medicine

Susan Frankl, MD
Assistant Professor of Medicine

Charles Hatem, MD
Professor of Medicine
Harold Amos Academy Professor

Grace Huang, MD
Assistant Professor of Medicine

Daniel Jones, MD
Associate Professor of Surgery

Michael Kahn, MD
Assistant Professor of Psychiatry

Sean Kelly, MD
Instructor in Medicine

Beth Lown, MD
Assistant Professor of Medicine

Lori Newman, MEd
Associate in Medicine

David Roberts, MD
Assistant Professor of Medicine

Richard Schwartzstein, MD
Professor of Medicine
Faculty Associate Dean for Medical Education

Amy Ship, MD
Assistant Professor of Medicine

Christopher Smith, MD
Assistant Professor of Medicine

Anjala Tess, MD
Assistant Professor of Medicine

Charles Vollmer, MD
Assistant Professor of Surgery