

Otolaryngology Program Coordinators Newsletter

September 2017 Issue



LETTER FROM CHAIR

Dear OPCO Colleagues,

The ninth annual meeting of the Otolaryngology Coordinators Organization (OPCO) is scheduled for Saturday, November 11th at the Drake Hotel in Chicago, Illinois.

The main conference program is designed to encourage and educate graduate medical education coordinators – specific to otolaryngology.

First and foremost, it is an opportunity for incoming and current coordinators to gather in one place and interact. The program is designed to foster discussion and collegial interaction. The format includes panel discussions with plenty of opportunity for audience participation and cover a variety of topics designed to teach and educate both new and ‘seasoned’ program coordinators.

I have been fortunate enough to attend the past 7 years. I did not know what to expect, but I was attracted to this meeting and this group due to the professionalism and wealth of information provided to me so that I could contribute to the educational mission at Baylor College of Medicine. (My Program Director and Chairman are very supportive.)

As coordinators, we are definitely a force to be reckoned with since we provide support not only to residents in training but to our faculty and our institutions as well. *OPCO is growing.* My personal goal is to help us lay a solid foundation for this growth. That includes our involvement with OPDO and with each other. We will be electing the next slate of leaders this September. Details for this process will be sent over the next few weeks. I hope that you will consider an active role. Watch for details!

For the upcoming meeting in November, try to attend the Friday morning session with the Program Directors. This is a great way to learn about the challenges and changes that all training programs must address. Our coordinator meeting is Saturday. We are planning a full agenda (8:00am-5:15pm). I hope that you will arrange to stay for the entire session. Please watch for details the first week of September. Registration can be found on the SUO/OPDO website at <http://suo-aado.org/Upcoming-Meetings>

Those that are interested, there will be a dinner on Friday evening. This is being coordinated by Carrie Schaub, University of Wisconsin. For details, see “Registration Open” section

If you are in need of an extra “voice” to ask your PD if they will support your attendance – let me know. We have some friends that will make an offer they can’t refuse. (Smiling)

Thank you for the honor to serve. I look forward to seeing you in Chicago!

Fran Campbell
francesc@bcm.edu

2016-2017 OFFICERS

Chair (2018)

Frances Campbell, BS
Baylor College of Medicine
francesc@bcm.edu

Chair-Elect

Frances Campbell but stepped
up to fill vacant Chair position

Past-Chair

Becky Smith, C-TAGME
University of Kentucky
beckysmith@uky.edu

Secretary (2018)

Candace Allen
University of Louisville
candace.allen@louisville.edu

Board Member (2018)

Kelly Laurent, MS, C-TAGME
Children’s Mercy Hospital
and Clinics
kklaurent@cmh.edu

Board Member (2017)

Carrie Schaub, BBA, C-TAGME
University of Wisconsin
schaub@surgery.wisc.edu

Board Member (2017)

Stacey Thompson, C-TAGME
University of Arkansas
smthompson@uams.edu



CALLING FOR NOMINATION TO THE OPCO BOARD...

Positions available are Chair Elect (1-year term followed by 1 year term as Chair) & Two Board Members (2 year term).

If interested in becoming more involved with OPCO, please submit a short biography about your experiences and yourself to francesc@bcm.edu by Friday, September 22, 2017. Watch for your election ballot via email in October.

Ideas for the next newsletter, please email schaub@surgery.wisc.edu

MEET THE CHAIR

Frances Campbell is Executive Coordinator for the Chairman and the Department of Otolaryngology-Head & Neck Surgery at Baylor College of Medicine in Houston. She joined BCM in 2003 as an administrative assistant and fellowship coordinator. In 2009, she assumed additional responsibilities and became academic coordinator in one of the largest otolaryngology residency programs in the country (25 residents). Fran's participation in the education of the residents and fellows extends beyond administrative support. She has kept an 'open-door policy' and has input into the moral and ethical growth and development of all residents in the program.



Fran was promoted in 2011 and currently serves on the department's Executive Team with the Vice-Chair of Education, Dr. Mas Takashima. Her duties continue to include supervision of the resident program. She actively contributes to the management of the adult clinicians and the academic practice for the department.

Fran was born and raised in Ohio as the eldest of 8 children. Her father was a high school football coach and history teacher. Her dad's jobs moved them to several Ohio cities over the years including Tiffin, Alliance and Warren. Fran graduated with a degree in Broadcast Journalism from Kent State University. She accepted a job with the BFGoodrich Company in Akron and raised two sons, Raphael and John. Over the years she has worked and lived in High Point, NC; Greenville, SC and Houston since 2002.

She now enjoys the benefits of being a "GiGi" to her only grandson Griffin. Fran is happily married to talented furniture carpenter and her best friend, Milton Hamon. They live north of the Texas Medical Center in Humble, Texas. Family, friends and rescue dogs keep her relatively sane, grateful and happy.

She looks forward to continuing her involvement with the OPCO. Fran thanks those who have come before her to lay the foundation and is happy to guide those willing to participate.

OPDO STANDARDIZED LOR

In 2014, the Otolaryngology Program Director's Organization (OPDO) created an OPDO Standardized Letter of Recommendation. The word and pdf of this letter can be found using this link.... (<http://www.suo-aado.org/Letter-of-Recommendation/>).

2017 INTERVIEW OFFER DATES

Over the last three years, OPDO has implemented a timeline to improve the Otolaryngology Resident interview process. We will continue this process again this year, which requests all programs to offer interviews to candidates during a standard, three-week period. This year, programs are encouraged to deliver interview invitations between **October 23 and November 10**.

Implementing a standard time period during which offers are extended provides applicants an opportunity to plan their interviews, and lessens the stress of an already complex process. It also allows us to stabilize the process on the program side. If we ensure that all offers are extended in a timely manner over a fixed period, we expect candidates that have received all offers are less likely to cancel or "hold" a spot.

If there are reasons why you cannot abide by this timetable, please let one of us know.

Thank you in advance and best of luck to all.

Mona Abaza, MD, FACS
Chair, OPDO

Pulled directly from SUO-AADO.org

COORDINATOR BURNOUT STUDY FOLLOWUP

Last November, I had the privilege to present my findings on Program Coordinator Burnout to those who were able to attend OPCO. To be honest, I was a complete wreck; I had no idea how my data was going to be perceived. I want to thank everyone for their kind words and encouragement. Being the first to do something, especially something that can be perceived as controversial is a frightening endeavor, especially when some of the initial study feedback was harsh.

So where am I and where do I go from here? Well, unfortunately I became a statistic in my own study. When I left Boston Medical Center, I felt guilt over leaving a job I loved. I was already working long hours but stepped it up during my final weeks and only took two days off between jobs. I was also taking three graduate level courses at the time. I then threw myself into my new job with the same type of rigor. I burnt out! For my own well-being, I stopped my future plans for research until I had time to just regain a sense of myself. I'm now writing my manuscripts and planning a few new research projects that I plan to start after our five site visits this October. I'm also helping with two resiliency and burnout studies on residents in radiology.

I recently was speaking to a new Fellowship Coordinator, and he expressed frustration at being in his position since November, having no support, no training, doing a lot of additional tasks that were above and beyond his coordinator roles, and how annoyed he was that all he hears is that physicians are burnt-out but meanwhile he was burnt-out, working 14-hour days and getting calls on weekends. He asked where was his support for burnout. It reminded me that need to do a better job at helping ourselves. I strongly encourage each of you to continue looking at burnout and wellness opportunities within your organizations and local and regional areas. This is such an important topic. I have been invited to give my Burnout talk to the Coordinator forum of the 2018 ACGME Conference in Orlando where I hope to continue spreading the information and starting the dialogue.

Written by Tabitha Fineberg

Manager, Medical Education Programs, Department of Radiology, Beth Israel Deaconess Medical Center

tfineber@bidmc.harvard.edu

OPCO GOOGLE GROUP

On August 25, coordinators should have received an email invite to join the OPCO google group. If you are unable to locate this email or have trouble access the group, please reach out to Candace Allen at candaceulent@gmail.com. We are hoping to use this group as a communication forum, house best practice information, and many other items.

If you have suggestions to improve the content of this group, feel free to reach out to the OPCO board with your suggestions.

REGISTRATION OPEN

for the SUO/AADO/OPDO Combined meeting in Chicago IL. Check www.suo-aado.org for updates and to register online.

On Friday, November 10, we encourage you to attend the Friday morning SUO/AADO/OPDO session with the Program Directors. Many items discussed at this meeting correlates with your role as a program coordinator. Friday evening, we are planning a coordinator outing to Southern Cut Barbecue (198 E Delaware Place) at 7:00pm. Please RSVP to schaub@surgery.wisc.edu by November 3. The OPCO meeting will be held on Saturday, November 11. The OPCO Board is currently working on putting together an educational agenda that will benefit Otolaryngology coordinators – new & “seasoned”.

This conference is building on the foundation set by “seasoned” coordinators; and we hope to continue to grow this conference in future years and we are hoping you would join us in being a part of that growth.

INSPIRATION CORNER – “Change”

“To improve is to *change*; to be perfect is to *change* often.” – Winston Churchill

“The only way to make sense out of *change* is to plunge into it, move with it, and join the dance.” – Alan Watts

“Just when I think I have learned the way to live, life *changes*.” – Hugh Prather

“The good and bad things are what form us as people... *change* makes us grow.” – Kate Winslet

