CPD/CME
CONNECTIONS

A quarterly newsletter brought to you by the Office for Continuous Professional Development

OCPD FALL GREETINGS

by Lori Deitte, MD, & Monique Drago, MA, EdD

Fall is always such a colorful time of the year. Each new season brings with it an opportunity for renewal. As the leaves transition and we begin to see the sweltering heat filled days in our rear-view mirror, it's a good time to refresh and renew.

In the hustle and bustle of our days, without even realizing it, we can shift into autopilot. It's important to carve out time to refresh our knowledge and skills. Data shows that engaging in refresher training and education builds competence, maintains quality, improves engagement, improves long-term memory, and encourages participant growth.

Let's make a commitment to be intentional about scheduling time to review current processes and gain additional or new understanding in our day-to-day activities. Two good places to start are the OCPD Resource website and the Learning Exchange.

Engaging in these refreshers will most certainly lead to a renewed outlook.

Wishing you a season full of growth and productivity!

IN THIS ISSUE

COMMERCIAL SUPPORT PROCESS

The VUMC OCPD Commercial Support process was recently updated. Commercial Support is defined as financial or in-kind support from ineligible companies (those whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients).

The VUMC Office for Continuous Professional Development (OCPD)/CME oversees the management of all new commercial support requests. The Activity Planners and CME Associates are continuing to perform their current procedures on the timeline that aligns with their CME activity, but the process from beginning to end is now tracked and overseen by OCPD. If you are planning on requesting commercial support for a CME activity, please contact us as soon as possible at commsupp@vumc.org. Our office will provide a funding request letter template and a template Letter of Agreement (LOA). Utilizing these documents, the Activity Planner and/or CME Associate will then send the initial emails to the companies to request commercial support, copying our office at commsupp@vumc.org on these requests. The Activity Planner and/or CME Associate will then continue their correspondence with the companies and submit the grant applications.

The LOA must be signed by both the company and OCPD. These steps must all be completed and in place *no less than 5 business days* prior to the start of the accredited education event. *No funds can be received without a fully executed LOA*.

Once the funds are disbursed to OCPD, we will have the funds transferred to the CME Associate/department.

If you are planning to request commercial support for a CME activity, please contact us as soon as possible at commsupp@vumc.org so that we may begin overseeing the management of this process with you.

For the full policy and procedures, including restrictions on use of funds, please view the VUMC OCPD Standard Operating Procedures on Commercial Support document on our Resources page.

Please note: Our Commercial Support policy only includes our OCPD office overseeing the management of financial support through education grants and in-kind support. This policy does not include exhibits/vendors, which need a signed agreement managed by the CME Associate and submitted to OCPD prior to the accredited activity/course.

SPOTLIGHT ON: KATHRYN BUXTON

Kathryn Buxton, M.A. in Industrial/Organizational Behavior Management, started at VUMC in July 2024 as a Business Process Manager in OHSE's Central Administrative Office.

Kathryn, how do you manage all that you do?
"My first two months have consisted of getting acquainted with VUMC and OHSE, the individuals in our department, and applications such as Workday and Smartsheet. I spent a little while improving the procurement process that supports our Shade Tree Clinic. I've also been inventorying our procurement cards, laptops, accounts and subscriptions; and playing detective by investigating miscellaneous problems that come up day-to-day at OHSE (the solutions to which are then turned into quick guides, SOPs, checklists, tip sheets, etc., and uploaded into a resource library). Looking ahead, I'm eager to map out OHSE as an organizational system to better support cross-functional communication within our department, do some analysis and improvement of some OHSE processes, and really anything else that comes my way."

What are five interesting facts about you?
"I'm a behavior analyst. I spent six years studying behavior analysis, with my master's degree specialized in applied organizational behavior analysis.

I have two birds. Marie is a six-year-old white budgerigar (parakeet) and Cookie is a three-year-old grey cockatiel that I just took in this September. Both were adopted from former homes. It is very rewarding to continually build their trust and provide them with the space and enrichment they need to be happy and healthy birds.

I very recently joined a choir and I'm attempting to learn Gregorian chant. It's going okay.

I'm passionate about ecological restoration and supporting biodiversity by gardening with native plants.

I come from a large family; I have five brothers and two sisters. Almost all of them are now married and living in the same region, which makes for a very full house on holidays.

Bonus thing! I am a native Michigander and have lived in Kalamazoo, MI most of my life. I just moved to TN this July; I miss the Great Lakes and the Michigan climate and seasons very much."

"A failure is not always a mistake, it may simply be the best one can do under the circumstances. The real mistake is to stop trying."
— B.F. Skinner

CME THAT COUNTS FOR MOC

We encourage all VUMC faculty to check your CloudCME profile to ensure your profile is set up to record MOC II credit for qualifying events you attend at VUMC. Setting up your account for MOC II credit is fast and easy. Most of all, it is convenient - we report the MOC II credits to your Board, on your behalf, once a quarter.

For MOC eligible activities a diplomate attends, our office will report MOC to the following Boards:

• American Board of Anesthesiology: ABA MOCA Part II & ABA MOCA Patient Safety
• American Board of Internal Medicine
• American Board of Otolaryngology – Head & Neck Surgery
• American Board of Pathology
• American Board of Pediatrics
• American Board of Surgery: Accredited CME Credit
• American Board of Thoracic Surgery - Accredited CME Credit
• American Board of Orthopaedic Surgery - Accredited CME Credit

MOC II cannot be awarded retroactively and can only be reported in the year in which the credit was earned. The earlier your account is set up the more MOC II credits you can earn toward your Board's Maintenance of Certification or Continuing Certification program.

If you are already earning MOC II credit, you are all set and there is nothing more for you to do. If you are not currently Boarded, please do not set up your account until you are fully Boarded with your participating Board – the credits will not transfer over and will need to be removed from your account.

You can read more about our MOC II program, including participating Boards, through this link.
You can find instructions for setting up your account for MOC II credit by accessing this link.
You can access our CloudCME website and your profile here.

For any questions regarding the MOC program, please email mocportfolio@vumc.org.

ADMINISTRATIVE FEE UPDATE

We recently sent out a communication regarding an **updated administrative fee schedule** that will be implemented effective **January 1, 2025**. If you submit an application for an external activity with a start date in 2025, the **new fee schedule** will apply.

AEE & EDP

Academy for Excellence in Education (AEE)
AEE Health Sciences Education Grand Rounds

Resilience & Career Development
Sharon Milgram, PhD
Mon, Oct 14, 2024, 12-1pm (CDT)
VIRTUAL - registration required
Register

Educator Development Program (EDP)
Workshops:

Giving and Receiving Feedback in Educational Settings
Anna Dewan, MD, MHS and Lindsay Pagano, MD
Tue, Sep 24, 2024, 2-4pm (CDT)
Eskind Biomedical Library, Room 238
Register

Writing a Teaching Statement/Philosophy
Maria Gillam-Krakauer, MD, MEd and Marie Martin, PhD, MEd
Tue, Oct 22, 2024, 2-4pm (CDT)
Light Hall, Room 407
Register

Simulation in Medical Education
Arna Banerjee, MD, MMHC, FCCM and Keith Obstein, MD, MPH, FASGE, FACG, AGAF
Tue, Nov 19, 2024, 2-4pm (CST)
CELA
Register

EDP Fall 2024 Residents as Teachers and Leaders (RATL) Program
The fall 2024 RATL modules and workshops are scheduled from 5-6pm in person on the dates below.
Use the links below to register -- registration is required.

Module 1: Professional Identity
Tue, Sep 3, 2024

Module 2: Teaching Models 101
Tue, Sep 10, 2024

Module 3: Teaching Physical Exams and Psychomotor Skills
Tue, Sep 24, 2024 Register

Module 4: Evaluation and Feedback
Tue, Oct 1, 2024 Register

EDP Annual HPERD Event:
The 16th Annual Gerald S. Gotterer Health Professions Education Research Day (HPERD) will be held December 13, 2024 in Light Hall. The poster session starts at 10:00am and the keynote speaker session begins at 12:00 noon.

STRATEGYSHARE 2024

StrategyShare 2024

SHARING OUR IMPACT ON A CHANGING WORLD

Thursday, October 31

1:30 PM - 3:00 PM | In-person program at Langford Auditorium
3:00 PM - 4:00 PM | Networking Reception

Hear fresh ideas!
Be inspired!
Apply ideas to your own work!
Network with innovators and colleagues during our reception!

Scan code
for more info

Top Ten Reasons to Join Us in Person at StrategyShare 2024

1. Hear colleagues from across Vanderbilt Health share how we are **shaping a changing world**.

2. Enjoy **short, captivating presentations** designed to provoke **new ways of thinking**.

3. Be **inspired by what's happening with our Strategic Directions**: Making Diversity and Inclusion Intentional, Design for Patients and Families, and Discover, Learn, and Share.

4. Learn more about our **innovative approaches** to delivering on our mission.

5. Connect your work to other efforts and projects around Vanderbilt Health -- see where you can **build bridges** and **leverage insights and successes** from others throughout the organization.

6. Remember how **proud you are to be part of this unique place** that's changing people's lives.

7. Leave with a **new spark of an idea** for what's possible in your own work.

8. Feel the energy of a **fun and engaging in-person event** on our main campus.

9. Expand your network by **meeting new people** who also work at Vanderbilt Health.

10. Share a **complimentary drink and appetizer** with colleagues you haven't seen in a while.

StrategyShare 2024 takes place on Thursday, October 31, from 1:30 to 3:00 p.m. in Langford Auditorium followed by a fun reception in the lobby. Free parking is available in the 25th Ave. garage.

Learn more at vumc.org/strategy.

NEW

NEW

Bloom's taxonomy is a classification system used to define and distinguish different levels of human cognition—i.e., thinking, learning, and understanding

LEARNING OBJECTIVE CHECK LIST

- ❑ The learning objective is measurable & includes an observable action.
- ❑ There is only one observable action verb in each learning objective.
- ❑ The learning objective includes an action verb that targets the desired level of performance.
- ❑ The learning objective is supported by the session content and the learning activity.
- ❑ The learning objective is learner centered.
- ❑ The learning objective includes a complex or higher-level action verb only when appropriate.
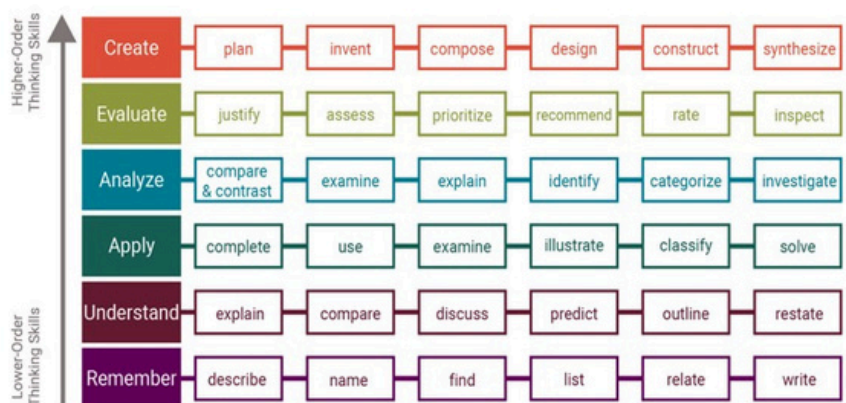
Learning objective defined: The description of what the participant will be able to do at the conclusion of the activity.

Why Do We Require Learning Objectives? To communicate the purpose of a learning activity; define the observable learning outcomes to achieve in the activity; and help focus the teaching, learning, and evaluation.

How Is a Learning Objective Constructed? Contains a single verb and its object. The verb describes an observable action. Written at Bloom's six levels of learning, with rote memorization being the lowest level and creative thinking being the highest level

Bloom's taxonomy applied to learning objectives is classification and hierarchical set of verbs delineated into levels of complexity and specificity.

Generating Learning Objectives using Bloom's Cognitive Taxonomy

Higher-Order Thinking Skills →

Level						
Create	plan	invent	compose	design	construct	synthesize
Evaluate	justify	assess	prioritize	recommend	rate	inspect
Analyze	compare & contrast	examine	explain	identify	categorize	investigate
Apply	complete	use	examine	illustrate	classify	solve
Understand	explain	compare	discuss	predict	outline	restate
Remember	describe	name	find	list	relate	write

Lower-Order Thinking Skills

CPD RESOURCES

Visit our OCPD Resources page to view training, policy, and other CPD/CME resources to assist you and your learners. This page also includes our SOP on Commercial Support and Exhibits as well as our new admin fee update.

CME REMINDERS

DON'T FORGET!

- Activity applications are due *90 days prior* to the activity start date for RSS applications.
- Activity applications for Courses are due *120 days prior* to the activity start date. This means the application is submitted and required information is completed, including: (1) Planners information; (2) CME Associate Information; (3) Learning Objectives; (4) Practice Gap Statement; and (5) A Needs Assessment Article or Data Presentation to support the educational need.
- Please ensure that all faculty and planners are included on activity applications and that they have completed a recent disclosure in CloudCME.
- Disclosures must be submitted no later than 10 business days prior to the activity/session start date in order to avoid interruption of activity accreditation.
- Presentations do not need to be submitted unless they are requested by a CME team member for review.
- OCPD must review and approve all promotional materials that mention CME credit. This review can only take place after the activity application is approved.
- The OCPD Office oversees the management of all commercial support requests, and all funds disbursed are routed through the OCPD Office.
- All participants should text in the code for every activity they attend, even if they are not eligible to earn CME credit. The code is used to record attendance at CME approved activities and is required by our accrediting body, the ACCME.
- CME Associates are responsible for all admin for an activity, which includes adding all speakers, making sure the disclosures are complete, submitting the final budget by the due date, and making certain that the invoice (if applicable) is paid by the due date.
- If your series is no longer active, or if your course is canceled or rescheduled, please let us know right away so that we may update our accreditation data.

Vanderbilt University Medical Center
Office for Continuous Professional Development
Continuing Medical Education
2215 Garland Ave, 312 Light Hall
Nashville, TN 37232-0495
(615) 332-4060
cme@vumc.org
vumc.org/ocpd

ACCME ACCREDITED

We are accredited by the Accreditation Council for Continuing Medical Education.