Charles J. Hatem Award for Faculty Development - Call for Nominations

Nominations Due by 5:00 PM on March 21st

The Academy at Harvard Medical School invites nominations for the annual Charles J. Hatem Award for Faculty Development in Medical Education. This award will be presented to an HMS faculty member of any rank who has made a significant contribution to training other faculty to teach, to provide leadership and/or to conduct research in medical education over the past several years. Nominations should describe the breadth and depth of the faculty member's contributions to faculty development in medical education at HMS, which may include some of the following:

- Activities that demonstrate an on-going and sustained commitment to faculty development at HMS;
- Leadership in initiating means of supporting teachers and teaching;
- In-depth support or mentorship for specific individuals;
- Impact on others' teaching, leadership and/or medical education research.

Additionally, when appropriate, the nomination should include information about how the faculty member serves as a role model, an inspiration to others, or an innovator; or helps to build community among educators or raises the value of teaching at HMS.

Nominators should provide examples or otherwise document specifically the impact of the nominee's activities and the impact of his/her contribution to faculty development at HMS.

Nominations should be submitted to the Academy no later than March 21, 2014. The Academy will present the award at the annual Teaching Awards Ceremony on May 5, 2014.

Nominations may be made as follows:

- **ONLINE NOMINATION FORM**: Please complete the required online nomination form. The online form will activate your nomination. It is a required part of the nomination process.
- **NOMINATION LETTER**: Nomination letters should be sent via email to: academy@hms.harvard.edu.

ACTL Associate Director Search - Request for Applications

Applications Due on March 28th

The Program in Medical Education (PME) at Harvard Medical School (HMS) is soliciting applications for the position of Associate Director of the Academy Center for Teaching and Learning (effective July 1, 2014).

Applications will be accepted until **Friday, March 28, 2014**, and a detailed position description is available upon request. To request more information or to apply, please contact:

The Program in Medical Education
Harvard Medical School
25 Shattuck Street - Gordon Hall 103
Boston, MA 02115
**office_deanformedicaleducation@hms.harvard.edu**
CV Guidance for Medical Educators
Q&A Series with Carol K. Bates, M.D.

In our second installment of the series "CV Guidance for Medical Educators" we feature advice to help medical educators as they prepare their CV's and attend to the promotion process. HMS Academy member, Dr. Carol Bates, is Assistant Dean for Faculty Affairs and she provides thoughtful answers to your CV and promotion-related questions in this column. Any faculty member may request a direct meeting with the Office of Faculty Affairs staff to review a CV and receive additional personalized guidance regarding the promotion process.

If you are interested, please contact the Office of Faculty Affairs at pnr@hms.harvard.edu for more information. In addition, there are very detailed webpages sponsored by the Office of Faculty Affairs that have useful information on faculty promotion and curriculum vitae advice.

We welcome your additional questions! Please send them to academy@hms.harvard.edu.

Q: I have been hearing about a new HMS requirement of documentation of 50 hours/year of teaching on my CV. How do I do this? What teaching can I count towards the 50 hours?

A: HMS did recently update policies on part-time appointments in the Faculty of Medicine, and also clarified policies for appointments of new HMS faculty. In that context, we noted that all faculty should "Have evidence of teaching at Harvard for a minimum of 50 hours annually documented in the CV... Teaching is broadly defined to include the teaching of medical, dental, graduate and undergraduate students, trainees, or peers at any Harvard institution."

The requirement of 50 hours/year is not new and has actually long been an expectation for any HMS faculty. That said, we are modifying our systems so that we can more clearly confirm that individual faculty are meeting that expectation at the time of their first appointment and when appointments are renewed.

The Harvard CV has an entire section on teaching, and the intent is that any teaching of Harvard affiliated learners within that section should be counted towards the 50 hours. This includes teaching of students in any school at Harvard; resident, clinical or research fellow, laboratory or research teaching; mentorship activities; and teaching of peers.

Each of these sections asks for description of time commitment. There is no need to add up and state the total number of teaching hours on your CV, but anyone should be able to confirm the 50 hours on review of your CV at a glance. We would anticipate that most faculty with a medical education focus have teaching contributions that far exceed 50 hours.

New to HMS Academy Insights: Trainee-as-Teacher News and Innovations
Submitted by Dara Brodsky, M.D.

Congratulations to HMS student Gricelda Gomez '16 who won the National Council Licensure Examination® (NCLEX-RN®) competition hosted by Khan Academy, the Jonas Center for Nursing Excellence, and the American Association of Colleges of Nursing. Contestants were asked to submit video tutorials and a 10-question exercise about specific nursing content emphasizing physiology, pathophysiology, and/or management of health conditions.

As someone who really enjoyed teaching and learning from her classmates in college study groups, Gricelda was excited to enter this competition. She noted an important lesson from her experiences, "If I was able to clearly explain a concept to my classmates, I really understood the topic."
With assistance from her HMS classmate (Jasmine Rana '16), Gricelda created 3 YouTube videos using a USB-connected Tablet (*Wacom Bamboo*), her Macbook computer, and user-friendly software (SketchBook Express and Camtasia Studio). Her winning entry consisted of 3 videos about iron deficiency anemia:

- **What is iron deficiency anemia?**
- **Pathophysiology of iron deficiency anemia**
- **Treatment - Iron deficiency anemia**

Gricelda and the other award recipients will attend an all-expenses-paid, week-long training program at Khan Academy in Mountain View, CA. Gricelda and her fellow trainees will then produce a collection of tutorials and other tools that will be accessible for free to nursing students worldwide to help them prepare for professional practice and take the NCLEX–RN®. The goal of this project is to assist nursing students who cannot afford test preparation courses or who are enrolled at institutions with limited resources.

### Seeking Additional Trainee-as-Teacher Submissions!

We are interested in highlighting medical education projects, research, and innovations being designed, developed and implemented by trainees at all levels, including medical students, residents and fellows. In addition, we welcome reflection pieces about teaching and learning as a trainee.

Submitted work should be reviewed with faculty mentors prior to submission, and should range from 250 to 750 words. The submission may be accompanied by an image or linked resources as appropriate. Please send submissions to academy@hms.harvard.edu and put "Trainee as Teacher" in the subject line.

### Difficult Conversations in Healthcare: Teaching & Practice

**Course offered on May 17th and June 7th**

[![Difficult Conversations in Healthcare: Teaching & Practice](image)](image)

Difficult Conversations in Healthcare: Teaching & Practice is a 1-day interprofessional faculty development course offers the opportunity to learn about innovative approaches for teaching and enhancing relational capacities, communication skills and professionalism. Participants will experience and learn about a variety educational strategies including: the Program to Enhance Relational and Communication Skills (PERCS) model, use of narratives, appreciative inquiry, small group team-based learning, videotape/discussion, interactive didactic, large group discussion, and facilitated reflections.

**Dates offered:** May 17, 2014 & June 7, 2014

**Offered by:** Institute for Professionalism & Ethical Practice, Boston Children's Hospital & Harvard Medical School.

**CME /CEU credits:** offered for Physicians (including Risk management credits), Psychologists, Social Workers, & Nurses.

For a course brochure, click [here](#).
New Medical Education Pubmed Citations from Academy Members

Please note that we use an automated search system to identify new pubmed-cited medical education literature. If we have missed a medical education paper you have published, please let us know. Also, please let us know if you have published medical education materials on MedEdPortal or other sites.

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