

1 **DRAFT**
2 **Consortium of Neurology Program Directors' (CNPD)**
3 **Meeting Minutes**
4 **Saturday, October 6, 2007**
5 **1:00 p.m. –5:00 p.m.**
6 **Marriott Wardman Park Hotel**
7 **Virginia B and C Rooms**

8 **In Conjunction with 2007 American Neurological Association Annual Meeting – Washington, DC**
9

10 **Attendees (43):** Ann H. Tilton, MD, FAAN, Annapurni Jayam-Trouth, MD, FAAN, Barney Stern, MD, FAAN,
11 Blair Ford, MD, Brett Kissela, MD, Carmelo S. Tornatore, MD, Carol Frost, Christopher Commichau, MD,
12 Christopher Boes, MD, David Capobianco, MD, Debbie Langston, Gauri Pawar, MD, Helen Valsamis, MD,
13 Helene Rubeiz, MD, Jaffar Khan, MD, Jasvinder P.S. Chawla, MBBS, MD, Jayne H. Martin, DO, Jerry Ned
14 Pruitt, II, MD, Joel Morgenlander, MD, FAAN, John Doyle, MD, John Engstrom, MD, FAAN, Kristen Stacy,
15 Larry R. Faulkner, MD, Laura Kalayjian, MD, Laurie Gutmann, MD, FAAN, Lori Ann Schuh, MD, Marla
16 Scofield, Michael Guido III, MD, Patricia Crumrine, MD, Patrick Reynolds, MD, Paul Schulz, MD, Perrin
17 Pleninger, MD, Pierre Fayad, MD, Ralph Jozefowicz, MD, FAAN, Rana Said, MD, Robert M. Pascuzzi, MD,
18 FAAN, Scott Vota, DO, Sonja Potrebic, MD, PhD, Stephen Kamin, MD, Steven Lewis, MD, Victoria S. Pelak,
19 MD, Walter S. Metzger, MD, FAAN, William Cable, MD.
20

21 **Staff**

22 Lucy Persaud Samaroo
23

24
25 **Call to Order**

26 Lori Ann Schuh, MD, CNPD Chair, called the meeting to order at 1:00 p.m. and welcomed everyone.
27

28 **Minutes**

29 The April 29, 2007, CNPD meeting minutes were approved as written.
30

31 **ACTION: The CNPD approved the April 29, 2007, meeting minutes as written.**
32

33 **Introduce Staff Liaison**

34 Lucy Persaud Samaroo, Program Manager, Education, was introduced as the CNPD staff liaison.
35

36 **Surveys Update**

37 Oksana Drogan, Senior Surveys Administrator, provided an update on surveys conducted. Thus far for 2007, there
38 have been two surveys sent to program directors. The program director survey that was done via the CNPD and
39 the Graduate Education Subcommittee (GES) and the History of Neurology survey. A survey regarding moving
40 the Residency In-service Training Exam (RITE) from a paper test to an on-line test will be sent within the next
41 two weeks.
42

43 **American Board of Psychiatry and Neurology (ABPN) Update**

44 Larry R. Faulkner, MD, ABPN Executive Vice President, provided an update from the ABPN. Ann H. Tilton,
45 MD, FAAN, will replace Michael V. Johnston, MD, as Director for Neurology on January 1, 2008. There are two
46 new subspecialties available for certification, sleep medicine and hospice and palliative medicine. The ABPN
47 created a single, three-part, computerized examination that will be administered after residency completion.
48

49 *Computerized Tracking System*

50 Ralph F. Józefowicz, MD, ABPN Neurology Director, provided an update on the ABPN preCERT Credentialing
51 System. The ABPN preCERT Credentialing System was developed as a tool for program directors, coordinators,

52 and residents to participate in monitoring and reporting of the ABPN requirements toward credentialing for board
53 certification. The preCERT system tracks residents rotations, PGYs, and clinical skills evaluations in an easy-to-
54 use interface. The ABPN will phase-in installation to neurology and child neurology training programs beginning
55 in Fall 2007. The preCERT system will be installed in all neurology and child neurology programs by mid-2008.
56 Dr. Schuh requested that a shell sample letter for program directors to document completion of neurology clinical
57 skills evaluations to the ABPN be sent to the CNPD.

58
59 **ACTION: Staff will request a shell preCERT sample letter from the ABPN to be sent to the CNPD.**

60
61 *Most Common Credential Errors made by Program Directors*

62 Pat Janda, ABPN Director, reviewed the most common credential errors made by program directors. The errors
63 are: not knowing ABPN changes, not following ABPN deadlines, not complying with ABPN general
64 requirements, not complying with ABPN PGY-1 requirements, not verifying resident training, not reminding
65 residents to obtain medical licenses, not obtaining ABPN approval for Child Neurology neuroscience track, and
66 not obtaining ABPN approval for residents transferring to/from combined training programs. Sample verification
67 letters were provided. These will be circulated to the CNPD with the meeting minutes.

68
69 **ACTION: Staff will circulate the ABPN sample verification letters to the CNPD with the meeting**
70 **minutes.**

71
72 **Neurology Residency Review Committee (NRRC)**

73 Robert M. Pascuzzi, MD, FAAN, ABPN representative to the NRRC, provided an update from the NRRC. The
74 following neuro-specific revisions will be made to the Program Requirements: to simplify the requirements, to
75 streamline the requirements, to eliminate unnecessary or ambiguous requirements, to define the essentials, and to
76 address clinical skills evaluation in residency.

77
78 The following are anticipated neuro-specific Program Requirements: to define program director time and salary
79 support at a minimum of 20%, to address program coordinator support, to eliminate the two month designation for
80 the basic science requirement, to address clinical skills in residency, to shift to outcomes and competencies (as
81 opposed to numbers), and to define call (in-house or out-house).

82
83 Scholarly activities for residents are defined as: presentation and attendance at regional and national meetings,
84 academic competitions, submission of case reports, teaching and involvement with research.

85
86 Scholarly activities for faculty are defined as: "Faculty must demonstrate scholarly activities in the areas of
87 discovery, dissemination, or application."

88
89 **Association for University Professors of Neurology (AUPN) Update**

90 Joel C. Morgenlander, MD, FAAN, AUPN Graduate Medical Education Committee Chair, provided an update
91 from the AUPN specifically highlighting the AUPN Boot Camp, the Program Coordinator meeting, and the Adult
92 Neurology Match. The second annual AUPN Boot Camp for program directors will be held on Saturday, October
93 6, 2007 following the CNPD meeting. For the first time an AUPN Program Coordinators meeting will be held on
94 Sunday, October 7, 2007. Program director and program coordinators are invited to attend each of these meetings.

95
96 Dr. Morgenlander stressed that fellowship directors should be involved in the CNPD.
97

98 This is the second year adult neurology programs are utilizing the Electronic Residency Application Service
99 (ERAS) and National Resident Matching Program (NRMP). This relationship is working well and both of these
100 organizations address any issues that arise.

102 **Electronic Residency Application Service (ERAS) and National Resident Matching Program (NRMP)** 103 **Update**

104 Angelique Tindal, ERAS Administrative Services and Communications Manager, provided an update from
105 ERAS. Statistics from the presentation are available on the ERAS website
106 (www.aamc.org/programs/eras/programs/statistics/start.htm). Username is erasdata and password is statistics.
107 There are 122 total neurology programs, including the military. In 2008 121 programs participated in ERAS, one
108 program did not participate or was closed.

110 Mona Signer, NRMP Executive Director, provided updates from the NRMP. Neurology has a 96% match rate for
111 US seniors and a 56% match rate for independent applicants.

113 Presentations from both ERAS and NRMP will be circulated to the CNPD with the meeting minutes.

115 **ACTION: Staff will circulate the ERAS and NRMP presentations to the CNPD with the meeting**
116 **minutes.**

118 **National Institute of Neurological Disorders and Stroke (NINDS) Clinical Research Collaboration**

119 Laurie Gutmann, MD, FAAN, presented information regarding the collaboration. This is a new opportunity for all
120 physicians, regardless of specialty, to learn about and participate in clinical research studies of neurological
121 diseases in adults and children. Interested physicians, who often are referral sources to other centers, can be
122 directly involved in research studies. More information can be found on the NINDS website at www.nindsrsc.com
123 or you can send an email to ninds-cre@ninds.hin.gov

125 **Evidence-Based Medicine Tool Kit Implementation Timeline**

126 Dr. Schuh provided an update on the progress of the toolkit and the timeline. According to the current timeline the
127 toolkit will be rolled out to all program directors at the 2008 ANA meeting. The CNPD would like more
128 information on what the two days of training will entail. They are concerned about giving more and more tasks to
129 residents. The toolkit should be a work in progress. The toolkit will not be a requirement but it is being developed
130 by the AAN for use by those programs that don't have EBM faculty or an established EBM curriculum. The
131 CNPD suggested the toolkit be piloted and tested before launching. The pilot will be done in February 2008;
132 feedback will be presented to the CNPD in April 2008 or October 2008. The CNPD indicated that the two day
133 training is not effective and 20 modules are daunting. They enquired whether the modules can be saved half way
134 through the process.

136 Questions regarding the EBM tool kit can be directed to Sarah Tonn, AAN staff facilitator, via email at
137 stonn@aan.com.

139 **CNPD Strategic Plan**

140 Dr. Schuh presented the plan. There needs to be an alignment with other groups like the RRC, AUPN, ABPN to
141 get things done quickly. The listserv is being utilized well. Workgroups will be developed to work on specific
142 issues.

144 The CNPD should be at the forefront in developing a portfolio system. Tools should be developed that can be
145 used not only in residency but for the Maintenance of Certification (MOC) process. The CNPD needs to have

146 buy-in from the RRC and ABPN regarding the tools. Dr. Schuh suggested the AAN may serve as a repository for
147 tools which can be easily transferred to other institutions. The CNPD questioned what the ACGME is doing
148 related to the portfolio. A workgroup was formed. Members are: Dr. Schuh - Leader, Sonja Potrebic, MD, Walter
149 Metzger, MD, Blair Ford, MD, Gauri Pawar, MD, Christopher Boes, MD, David Capobianco, MD and John Doyle,
150 MD.

151
152 A workgroup will be developed to address the core competency tools webpage
153 (www.aan.com/index.cfm?axon=user.login&redirect=%2Feducation%2Fcorecomp%2F%3F), how to make it
154 more efficient and suggest improvements. Staff will send an email after the meeting asking for volunteers for this
155 workgroup.

156
157 **ACTION: Staff will send an email after the meeting asking for volunteers for the core competency**
158 **tools workgroup.**

159
160 Child neurologists should be involved in the CNPD. Timing of society meetings and other meetings is an issue.
161 The CNPD suggested surveying the Professors of Child Neurology (PCN). The CNPD will work with the child
162 neurologists to develop the survey.

163
164 The CNPD questioned whether there is a more appropriate meeting other than the ANA meeting for all groups to
165 meet – adult program directors, child program directors, fellowship directors, etc. Staff will investigate this.

166
167 **ACTION: Staff will investigate if there is a more appropriate meeting other than the ANA meeting**
168 **for all groups to meet.**

169
170 **Consortium of Neurology Residents and Fellows (CNRF) Update**
171 Christopher M. Nolte, MD, CNRF Chair, provided an update on the activities of the CNRF. He indicated that it
172 would be beneficial to have resident input/involvement in the CNPD workgroups. The CNRF webpage will be
173 revamped and will serve as a clearing house for all residents/fellows related materials. The Residents and Fellows
174 Career Forum and Reception was a tremendous success and will once again be offered in 2008 at the Annual
175 Meeting.

176
177 **Graduate Education Subcommittee (GES) Update**
178 Dr. Schuh provided an update from the GES. A leadership meeting which consisted of leaders of the AAN, CNRF
179 officers, CNPD officers, GES members and staff was held for the first time in 2007 at the Annual Meeting. The
180 premise of the meeting was to discuss concerns, ideas, etc. that should/need to be addressed. The meeting was
181 successful and will once again be held in 2008. Resident scholarships to attend the 2008 Annual Meeting will
182 once again be offered, all programs are invited to participate. Program directors are encouraged to forward to
183 Lucy Persaud Samaroo at lpersaud@aan.com, headhunter/recruiter information they receive.

184
185 **Consortium Activities – Present and Future**
186 No activities were discussed.

187
188 **New/Old Business**
189 Dr. Józefowicz informed the CNPD that based on the survey that was sent to the CNPD regarding the timing of
190 new ABPN computerized examination, the examination will be kept in the fall but moved to September or
191 October. The administrative issues need to be worked out.

192

193 Dr. Capobianco suggested that an award should be developed to recognize program directors. A workgroup will
194 be formed to develop guidelines and an application. Staff will send an email after the meeting asking for
195 volunteers for this workgroup.

196
197 **ACTION: Staff will send an email after the meeting asking for volunteers for the program director**
198 **award workgroup.**

199
200 **Next meeting**

201 The next meeting of the CNPD will take place on April 13, 2008, at the AAN Annual Meeting in Chicago, IL.
202 Additional details will be communicated to the CNPD.

203
204 **Adjourn**

205 After hearing no new or old business Dr. Schuh adjourned the meeting at 5:00 p.m.

206
207 Informational items included in the agenda were: the CNPD executive committee roster, CNPD bylaws and
208 *Neurology*[®] Journal Resident and Fellow Section.

209
210 *Respectfully submitted by:*

211 *Lucy Persaud Samaroo, Program Manager, Education*

212 *November 20, 2007*