

# From Residency to Fellowship

Supporting Resident Success While Surviving



THE UNIVERSITY OF MISSISSIPPI  
MEDICAL CENTER™

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**Nathan Bean - Education Administrator**



**Orthopaedic Surgery Residency & Fellowship Programs**

THE UNIVERSITY OF MISSISSIPPI  
**MEDICAL CENTER™**

# Objectives & Talking Points

- The Seasons of the Academic Year
  - Finding your Desk
- Onboarding to Graduation
  - Intern to PGY5
- Fellowship Onboarding

# The Seasons of the Academic Year





# Summer



- Disputation Day
- Graduation
- Onboarding
- Program Evaluation Committee
- Accreditation Council for Graduate Medical Education  
ADS
- Anatomy
- Contracts & Credentialing

# Fall



- Interview Season Opens
- Program Evaluation Committee
- Graduate Medical Education Annual Program Evaluation
- Orthopaedic In-Training Exam
- Residency Universal Offer Day
- Clinical Competency Committee
- Rotation Schedule & Service Line Assessments

# Winter



- Interviews in Full Swing
- Program Evaluation Committee
- Semi-Annual Evaluations
- Education Conferences
- Fellowship Interviews
- Accreditation Council for Graduate Medical Education Surveys
- Disputation Day Prep

# Spring



- MATCH
- Onboarding Begins
- Graduation Prep Continues
- Clinical Competency Committee
- American Board of Orthopaedic Surgeons  
Resident Record of Assignment
- Program Evaluation Committee
- American Academy of Orthopaedic Surgeons  
& Alum Events
- Renew Licensure

# So what does this all look like?

## ORTHOPAEDIC SURGERY EDUCATION ANNUAL TIMELINE – Manager of Health Education

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Residency Interviews Fellowship Interviews Peds, Trauma, Adult Recon ACGME Milestone Entry Resident Rank Mtg Order Plaques ½ price NRMP - Activate Quota Approval Soap Registration NRMP ROL opens Enter Applicants- Check Qualifications Approve SOM Course outlines PGY3s Apply for AO Interns attend AONA Basics Affiliation Agreements – renew ECFMG / EVNET Documentation Education Grants / Travel Grants Prepare PEC documentation Visiting Prof. Correspondence Wellbeing Assessment	Program / Faculty Evals UOA Fellowship Interviews (Hand) Update Website Res Research Day Paperwork Guest Speaker Titles Resident Titles Chief Talks - Review Submit MACM Caldwell Award ACGME Surveys (FAC / RES) Open Reserve ATLS Slots for Interns NRMP Rank Order due Schedule Orientation Dinner <b>Reminder</b> – 90 day notice to any res not renewing contracts GME Committees-Peer Selected GMEC, RRSC Budget – work on expenditures MSMOC ENEPAR / Onboarding Semi-Annual Evals – Prep Files Research Meetings Curriculum Review	Reserve Classroom(s) for AY ECFMG Paperwork Order Farewell Dinner Invites AAOS / ARCOS / CORD Mtgs UOA – faculty vote on Awards Submit Final Names for Plaques Residency MATCH Draft Letters / Schedules / Emails Resident Retreat Submit Grant for Cadavers GME paperwork for Interns NPPS – Apply for NPI - Interns Paperwork for Med Licensure Collect Order of Orthop Signatures Review G&O update by service Set Next AY Didactic Sched Invite guest speakers for AY ACGME Surveys (FAC / RES) Due SOM MSK DEMO Collect/upload Vitals - new HO Start Scholarly Activity Collection	Renew Medical Licenses -June 30th Gifts for Farewell Dinner Finalize Plaques / Awards Didactic Schedules – Next AY Frame Diplomas /Order of Ortho Order lab Coats/Monogram Order Cadavers & Supplies Submit Grant for Cadavers Register for ERAS Order Loupes / X-Ray Glasses Order Books / Study Materials Secure payments for programs Build EValue / MedHub Prepare Milestone Reports Plaques to be engraved Trauma Fellowship Rank Due Trauma Fellowship MATCH Hand Fellowship Rank List Due Annual Credentialing for Sites/HO Handbook / Intern Guide Updates Curriculum / Didactic / Anatomy	Handbook Updates CCC meets ACGME Milestone Entry Distribute Res Research Docs Faculty update CVs / Scholarly Annual GME Program Review Prep Print Farewell Dinner Docs Policy Review -Institutional & Prog Hand Fellowship MATCH Hand Fellow VA Paperwork MOS / AOS & Alumni Event Miller Review VSAS Opens – Place Students Start Affiliated Onboarding Process Prep ACGME to Upload Interns Semi-Annual Evals (after CCC) ACGME – Build New Residents Prep MedHub – New Chiefs, Evals Employee Health Reports HealthStream Training Reports ABOS RRA Forms Due	Disputation Day Farewell Dinner Orientation / Onboarding PGY1 Faculty Retreat Chief Exit Interviews / Evals & Logs Book Farewell Dinner – next AY Book Interview Dinners Contracts for Residents CORD Meeting AOA Resident Leadership Mtg Update Pagets / Listings Radiation Badges Meaningful Use Papers GME Track Program update PEC / Self Study mtgs Close out PGY5s Case Log Verify Med Lic on all HO Final Prep for new AY HO Coats to TCs / Jackets / Scrubs EPIC Close Open Encounters ACGME Procedure logs to MedHub
JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
WebAds/Review & Updates UMMC Cost Reports UMMC Resident time reports OITE Registration/payment Anatomy Review Basic Surgical Skills Month ABOS Boards Part I – 2 <sup>nd</sup> wk Onboarding PGY1 Post Interview Dates Order lead Close out HF Case Log OTA Trauma Fellow-Post Survey FREIDA Online Listing – Update Visiting M4s Start (ORTHO657 / ORTHO851 / ORTHO852) Perpetual Plaques for engraving Schedule Miller Review Course ACGME Advance Residents	Register Chiefs for Miller Starts/Orientation Trauma, Hand, & Peds Fellows MSMOC Fellows Start NRMP Registration Finalize WebADS / Self Study GME Resident Position Request ERAS-Establish Reformulate Filters Submit MU papers for PGY1 Budget Requests for HO salaries TB Tests – Required Send Future Dates to Chiefs Update Digital materials Semi-Annual Evals – Prep Files Faculty Evaluations w/ PD & Chair ABOS RRA Forms Due Annual Program Eval. Reports Planning National Leadership Conference DC	ERAS Opens 9/15 Start Filter Sorts / Builds Set interview platforms SOM Residency Fair Finalize Guest for Res Research NRMP Opens/ Reports Released M1/M2 Career Dev. Talk ABOS Board Pass Rate Report ACGME National Case Reports Fellowship Applications Open Annual Compliance Training Due 9/30 (as assigned) GME PEC APE – Due for recent AY ACGME ADS Due – Block Diagrams Alumni Updates Draft Alumni Communications Set Alumni Function(s) Date(s) Form Interview Selection Committee JT Davis Hand Lecture	ABOS Opens for Boards Part I SOM Career planning MSPE uploaded to ERAS 10/1 Final Applicant Selection Process Digital interview invites(if applied) Confirm OITE Paperwork Book Site for AAOS Alumni Event Flu Shots – Required Request SOM Interview rooms Build Thalamus platform / updates CORTEX -Application Review Workbook reviews / updates G&O Reviews & Updates UMMC Annual Reports Virtual Interview Sessions / Socials Website / Social Media Updates Advertise Perry Initiative Prepare for PEC – Fall meeting Send out Invitations to Alum Event	OITE schedule / Proctor Exams Work on Program Evals Build/Set Interview Schedules Set Calendar Year Journal Club Communications Universal Offer Date Send invites for Interviews Alternate & No Emails Prepare Residency Applications Prep Fellowship(s) Applications M3s start rotations (ORTHO 630) Prepare Milestone Reports Arrangements for Perry Initiative Lead Inspection and tagging Nominate Res for AOA Leadership CCC meets / Milestones Schedule Faculty Development Opportunities	ABOS Signatures 12/15 Rotation Schedule Finalized Perry Initiative Semi-Annual Evals (follow CCC) Registrar – Graduation Cert Pay Dues CORD / ARCOS Certificate of Coverage Update Budget Position Request Approval AAMC GME Track FREIDA 12/15 ACGME Procedure logs to MedHub OITE Reports Released – Update Workbooks Initiate Trauma/Peds Onboarding Finalize Program Grants / Reports Confirm / Finalize Interviews Communication / Applicants Set Face to Face Social Events & Second Looks Department Social

Updated November 2024

#### Review Monthly:

Evaluations (MedHub)	Work / Duty Hours	WorkDay Expense Reports	OrthoBullets / ResStudy
Procedure/Case Logs	Journal Club - Monthly	Social Media (Weekly)	ABOS KSB Assessment Tools
WorkDay/MedHub Student Rosters	WorkDay/SAP Course Grades	Website Updates	Call Schedules
VAMC Payroll for Hand Fellow	WorkDay Spend Authorizations /Journal Entries	Leave Reports / Payroll	Didactic / Curriculum

#### Meetings:

Program Evaluation Committee (PEC) – Residency Meets Quarterly / Tuesday Evening 5:30 pm (July, October, January, April) Additional meetings called as needed

Program Evaluation Committee (PEC) – Hand Fellowship Meets 1-2 times a year

Clinical Competency Committee (CCC or ClinCom) - Meets at a minimum of twice a year (Sukkariah Chair) Tuesday 5:30 pm (November & May)

Program Administrator (PA) Meeting w/ GME Office – Meets Monthly 4<sup>th</sup> Wednesday of the Month 9:00 am

[Program Administrator Advisory Council (PAAC) - Meets Monthly 3<sup>rd</sup> Wednesday of the Month 9:00 am (officially Started June 22, 2016 – now only meets as called (As of March 2021))

Orthopaedic Preparation Program (OPP) – Officers arrange meetings (Normally Tuesdays at Noon) Education Admins Attend and provide support

SOM Honors Day – 1<sup>st</sup> Friday in May 11:00 – 1:00

SOM Residency Career Fair – Thursday in September/October 11:00 – 1:00

M1 M2 SOM Career Development Series – Ortho – Thursday in September / October 11:45 – 1:00

Assigned SOM Course Meetings

Association of Residency Coordinators in Orthopaedic Surgery (ARCOS) – Meets Yearly (one Week) Normally in March (Covers ABOS / ACGME / Fellowships/ CORD SLOR / MATCH / ERAS / NRMP/ Diversity/ Wellbeing)

Orthopaedic In-Training Exam - Proctors 2<sup>nd</sup> Saturday in November (Friday / Saturday / alternate Sunday / Monday Testing) Dates set by AAOS – Subject to change

Didactics: Guest Speakers / Disputation Day / M&M (monthly) / Special Wednesday Conferences

Resident Disputation – June (Thursday Evening JOS – Friday Research presentations)

Farewell Dinner - June (Friday or Saturday)

Orientations / Resident Dinner (Late June or first of July)

Perry Initiative – Friday & Saturday in December (normally assist with setup and arranging food delivery)

Interview Season: Interview Dinners (Monday Evening 6:00 – 6:45 pm) / Interview days (start at 5:00 am) / Resident Rank Meeting - Fellowship Interview participation to be determined by specialty (Trauma, Hand, Peds, Adult Recon)

Socials for Residents and Faculty throughout the year

Wellbeing Events & Meeting

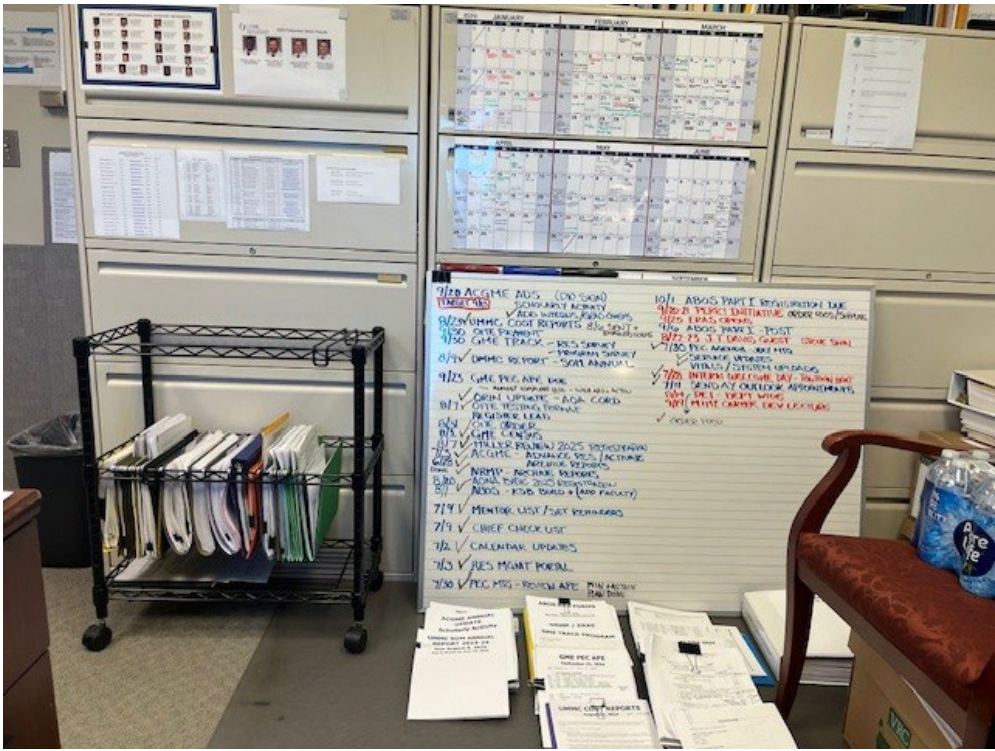
Didactics / Grand Rounds / Guest Speakers / Visiting Professors (In Person & Virtual)

Diversity, Equity, & Inclusion Meetings (Committee meets Monthly 4:00pm / Department meets every other month during conference 6:15 am)

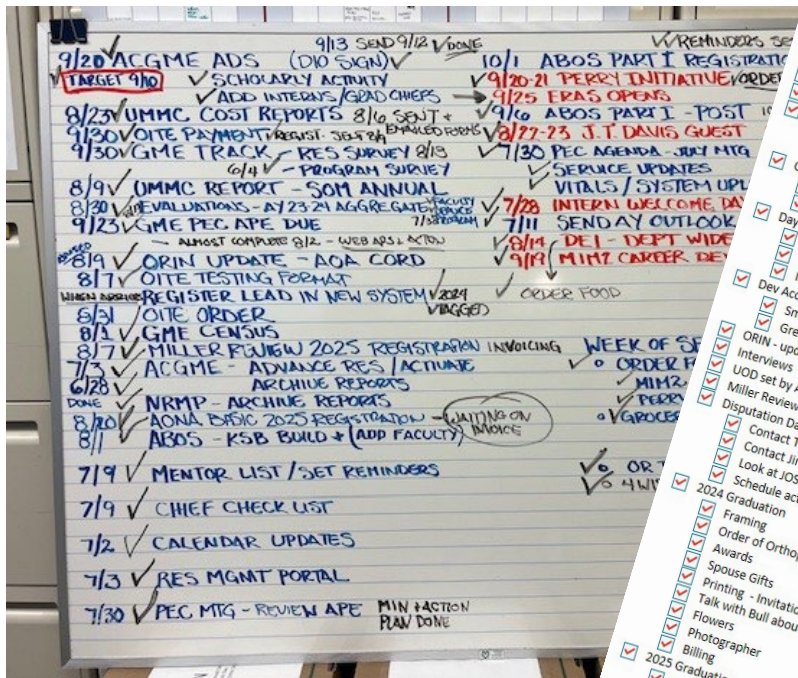
Curriculum Committee Meetings (quarterly – called as needed for further discussion)



# Finding Your Desk



# Finding Your Desk



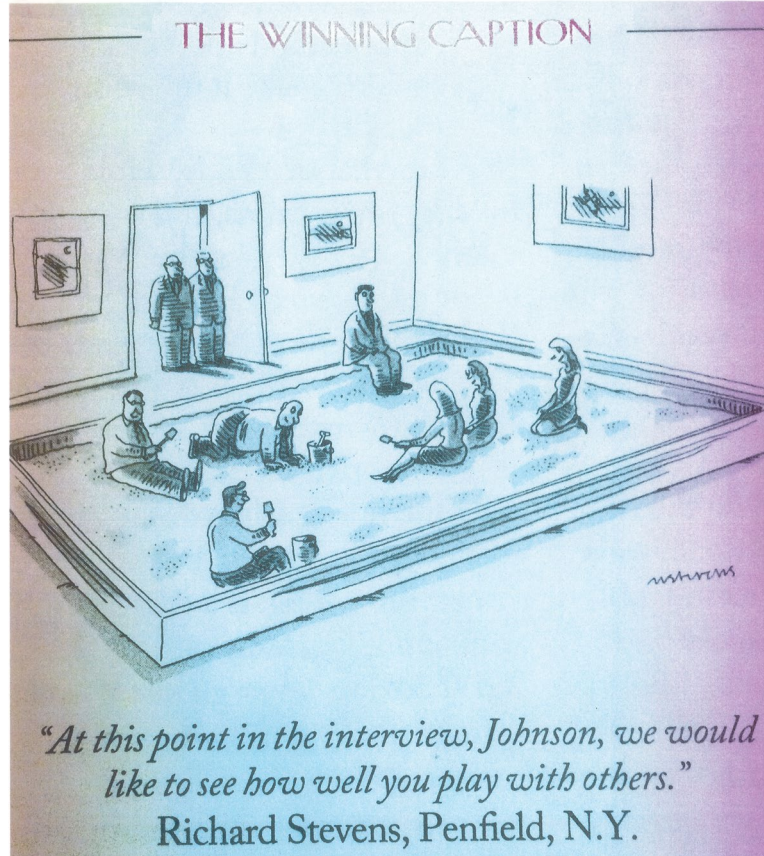
June / July / August 2024  
 Thursday, March 21, 2024 10:48 AM

- Run ACGME Procedure Logs - update report
- Build info for New Interns
- Document Resident List of Concerns
- Resident Retreat scheduled for Tuesday March 26, 2024
- Send out waiver for Action Pursuit games
- Update Payment - pick up checks
- Update Pager Card
- Check on APP
- OPP / Career Dev Events
- ERAS / NRMP
- Run / Export Files
- Pull & Archive Reports
- Childress
- Schedule follow up mtg with Ibe
- Update Probation plan & notes in MedHub
- Day
- Look into Study plans / assessments
- Call GME to see about resources
- Ibe to make Learning Plan / OITE Goal
- Dev Acct Reimbursement Requests / Check Requests
- Smithy - research course
- Greene - additional travel
- ORIN - update for 2024-2025
- Interviews - set dates for 2025
- UOD set by AOA CORD
- Miller Review Course - Monday, November 18, 2024 11:00 am CT
- Disputation Day
- Contact Tim Weber
- Contact Jimbo Moss
- Look at JOS options
- Schedule activity for after Research Day
- 2024 Graduation
- Framing
- Order of Orthopaedic Surgeons
- Awards
- Spouse Gifts
- Printing - Invitations
- Talk with Bull about event and travel plans
- Flowers
- Photographer
- Billing
- 2025 Graduation
- Find Venue
- Discuss budget
- Enter Leave & Send out Leave email - reminder to link to Google Calendar
- Google
- MedHub
- Outlook
- WorkDay
- GAgenda - no longer using
- Update Alum addresses from Christmas Cards
- Look into AAOS Social Event
- Update Faculty Addresses
- Send out email / text to alum - check on event in San Diego & New Orleans AAOS Attendance
- ACGME
- Collect items for intern build in system
- Check on faculty listing
- Faculty survey results
- OITE
- Submit for Tech support
- Check on research Fellows
- Register for exam (Opens 9/1) - change Childress' status (already emailed AAOS)
- Clean up the roster - sent in note to AAOS for their tech changes
- Leave Policy
- Create a travel policy attestation - (to be revisited & signed twice a year)
- Leave Policy - Add pregnancy / child birth / adoption (Ibe addressed in email - will use)
- Addendum for Moonlighting policy - Discussed (need to draft changes)
- SOM
- Sponsored Activity / Events Form - work with Residents to submit for all
- Mask fit - bring paperwork to conference - 15 were fitted
- Look into Well-Being Grants
- Website updates
- Link that allows applicants to submit questions - set up w/ Institutional Advancement
- SA - Workshop #s for Graves & Ibe - interview information
- Miller Review 2024 - Dynako / Smithy / Steward / Sullivan
- OTA Annual Conference - Dynako / Smithy
- AAHKS November 2-5, 2023 - Smithy
- AONIA Basic Intern Course January - Gillon / Liles / McGee / Montgomery
- Park City Hip & Knee Symposium - Greene (Scholarship)
- ER - Travel in WorkDay
- UMMC Accounting - PO / Direct billing payment
- Lead - Send to Donna for payment after pulling data & asking approval on glasses
- 2025 AONIA Basic Course
- January 9-12, 2025 (travel day January 8th)
- Once Registered Process for Payment (once SA are created)
- SCA Forms for Football
- Compliance forms - for the event / Individuals must submit Conflict of Interest.
- Dev Accounting
- Mileage - Lee's Hattiesburg





# Onboarding to Graduation



# Onboarding to Graduation

- Intern
- PGY2-3
- PGY4
- PGY5 – Chief to Graduation

# Interns

Ready to Take on the World.



Class of 2029



Class of 2024

# Interns

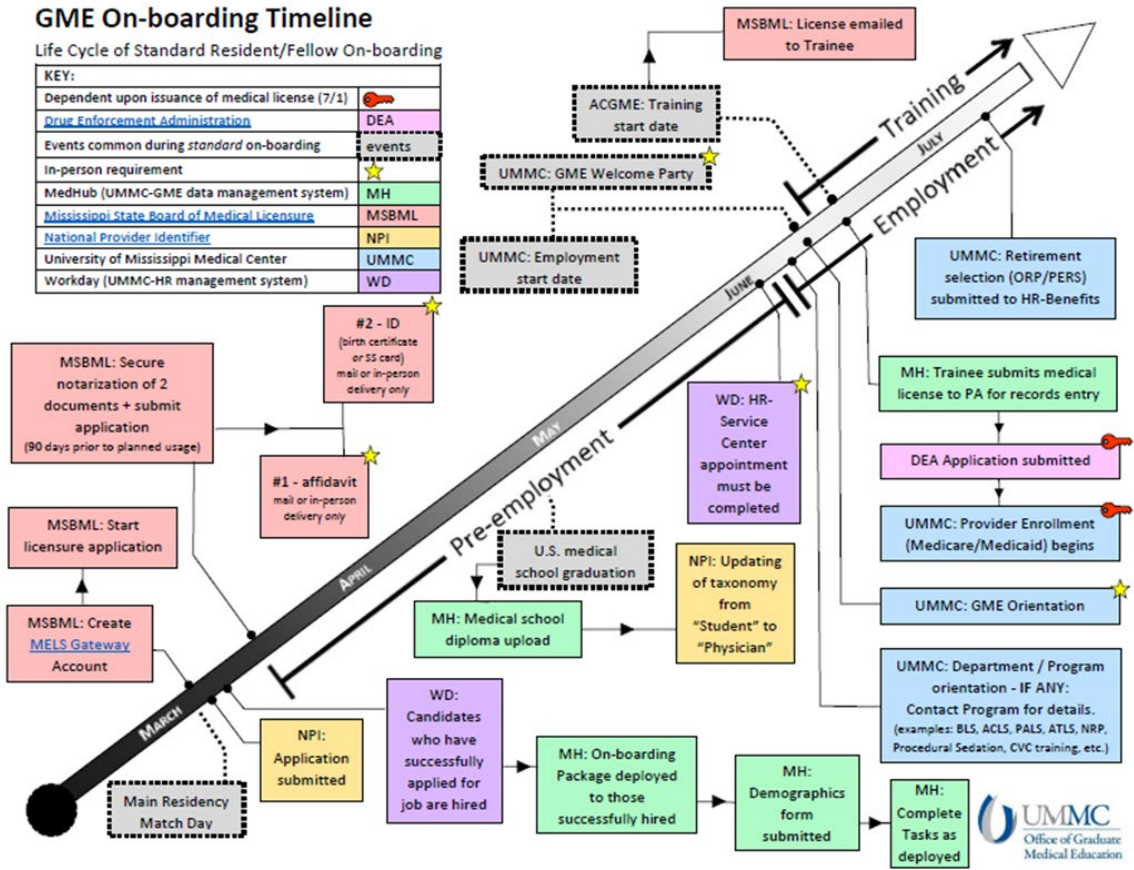
- Onboarding - Tiered through MedHub
- OrthoCamp
- Program Orientation
  - Handbook & Intern Survival guide
- Anatomy & Basic Surgical Skills Month
- Buddy Call
- Expectations & Deliverables
- Active Learners / Participants
- Establish Study Plans



# GME On-boarding Timeline

Life Cycle of Standard Resident/Fellow On-boarding

KEY:	
Dependent upon issuance of medical license (7/1)	
<a href="#">Drug Enforcement Administration</a>	DEA
Events common during <i>standard</i> on-boarding	events
In-person requirement	★
MedHub (UMMC-GME data management system)	MH
<a href="#">Mississippi State Board of Medical Licensure</a>	MSBML
<a href="#">National Provider Identifier</a>	NPI
University of Mississippi Medical Center	UMMC
Workday (UMMC-HR management system)	WD



# Expectations & Deliverables

1. AAOS course (50<sup>th</sup>ile average PG3/4)

## PGY 2

Research- No deliverable

Quality- QIP title, background, constraints

Academic- OITE > 50<sup>th</sup>ile YIT allopathic

Motor Skills- completion of ½ knee modules

Administrative- case log & duty hour updates q2wks

## PGY 4

Research- submit paper by year end

Quality- QIP data, conclusion, outcome, next steps

Academic- OITE > 50<sup>th</sup>ile allopathic (stretch 75<sup>th</sup> ile)

Motor Skills- completion of all knee & shoulder modules

Administrative- case log & duty hour updates q2wks

## PGY 1

Research- present protocol at RRD

Quality- define QIP area of interest

Academic- OITE >50<sup>th</sup>ile YIT allopathic

Motor Skills- boot camp participation

Administrative- case log & duty hour updates q2wks. Step 3 completion.

## PGY 3

Research- present research findings at GR

Quality- QIP team, quality tools, aim statement

Academic- OITE > 50<sup>th</sup>ile YIT allopathic

Motor Skills- completion of all knee & ½ shoulder modules

## PGY 5

Research- Present at RRD

Quality- QIP presentation at GR

Academic- OITE > 75<sup>th</sup>ile YIT allopathic (stretch 75<sup>th</sup>ile)

Motor Skills- 0

Administrative- case log & duty hour updates q2wks

1. Fellowship letters & visits (research deliverables)
2. AAOS course (50<sup>th</sup>ile average PG3/4)

# Interns

## Documents to maintain

- NPI initial application email
- Contracts
- Diplomas
- Certificate of Coverage (Liability)
- CV Development
- Semi-Annual Evaluation & Portfolio Documents
- Start Intern Research & Quality Improvement Projects
- Sit for Step 3



**S**

- **SPECIFIC**
- Define the goal as much as possible with no unclear language
- **WHO** is involved, **WHAT** do I want to accomplish, **WHERE** will it be done, **WHY** am I doing this – reasons, purpose, **WHICH** constraints and /or requirements do I have?

**M**

- **MEASURABLE**
- Can you track the progress and measure the outcome?
- How much, how many, how will I know when my goal is accomplished?

**A**

- **ATTAINABLE / ACHIEVABLE**
- Is the goal reasonable enough to be accomplished? How so?
- Make sure the goal is not out of reach or below standard performance.

**R**

- **RELEVANT**
- Is the goal worthwhile and will it meet your needs?
- Is each goal consistent with the other goals you have established and fits with your immediate and long term plans?

**T**

- **TIMELY**
- Your objective should include a time limit. Ex: I will complete this step by month/day/year.
- It will establish a sense of urgency and prompt you to have better time management.

UMMC Orthopaedic Surgery Residency Program

Define Three S.M.A.R.T. Goals

S.M.A.R.T goals are specific, measurable, attainable, relevant, and time based.

Name: _____				Date: _____	
Specific:	Measurable:	Attainable:	Realistic:	Timely:	Notes:

Use the information above to summarize each goal.

1. Goal Statement: \_\_\_\_\_
2. Goal Statement: \_\_\_\_\_
3. Goal Statement: \_\_\_\_\_

# Expectations / Tips

## Talking Points

Deadlines – pay attention to emails and system reminders

Licensures – maintain and keep up to date

Case logs - stay on top of entry

Program requirements – understand the rules and what is driving the requests

The why behind the urgency

Mentors – may be assigned but seek out advisors

Establish those who provide reliable and constant guidance

What is expected of your program - ask for assistance, materials

Semi-annual evals - Come prepared

Learning Plan - self-reflection (SMART Goals)

CV – keep up to date (Presentations, Awards, Courses, QIP, Research updates)

# Dos & Don'ts of Residency

## Do

Be Prepared

Read - case prep / lifelong learning is a priority

Read the room – learn your faculty, residents, & staff

Ask for assistance

Find upper level residents to provide best practices

Take ownership

Stand tall yet be humble

Lean into the strengths that got you this far

Listen and take the constructive criticism as just that – learn

Find a healthy outlet

Rely on your classmates / form strong bonds

Rest - strategic napping

Meet problems with active solutions

Be kind to all

- Act as if you are always being assessed (you are being assessed)

# Dos & Don'ts of Residency

## **Don't**

Get behind

Dwell on the negative

Try to carry the weight of residency alone

Treat ancillary staff unkindly

Beat yourself up too much – work toward advancement

Ignore feedback or discount advice – listen and learn

Fall into bad habits or vices

# PGY2-PGY3

- Orthopaedic In-Training Exam Assessment & Study Plan Revisited
- Plan PGY4 Rotations and Elective
- Semi-Annual Evaluations & Portfolio
- Committees & Leadership Roles
- Volunteer & Outreach Opportunities
- CV Updates
- Check in frequently
- Burn out hits / Imposter Syndrome
- Stay Involved – Create the Change You Want

**This is the time to:**

**Revisit the Dos & Don'ts of Residency**

**Be an Active Listener with an Open Door**

**Know This is When Remediation Typically Occurs.**

**Them: Maybe a little lavender would help reduce your stress.  
Me:**



- Fellowship Match Calendars
- Build electives around discipline of interest
- Connect with former graduates prior to interviews
- Meetings with PD & Chair for Letters of Recommendation
- Letters of Good Standing
- Prepare Support Documents for Applications
- Six Administrative dates for Interviews
- Finish research



# PGY4

## 2025 Orthopaedic Fellowship Match for 2026 positions

Tuesday, August 1, 2024 <b>Applicant Registration</b>	<ul style="list-style-type: none"> <li>Applicant registration begins.</li> <li>Please note that although registration is open until the match deadline, applicants are encouraged to register as early as possible to allow time for application and interviews.</li> </ul>
Wednesday, September 4, 2024 <b>CAS Target Date</b>	<ul style="list-style-type: none"> <li>This is the Target Date for applicants to complete the requirements for application distribution. This is <b>NOT</b> a deadline. Some programs accept applications at any time; others may set a deadline. It is the applicant's responsibility to contact training programs for individual deadline dates.</li> </ul>
<b>Tuesday, April 8, 2025 @ 12:00 PM (noon) PT</b> <b>Rank List Submission Deadline</b>	<ul style="list-style-type: none"> <li>Applicants and Programs rank lists must be submitted by 12:00 PM (noon) PT.</li> </ul>
<b>Tuesday, April 15, 2025 @ 9:00 AM PT</b> <b>Match Results</b>	<ul style="list-style-type: none"> <li>Match results are made available to programs, applicants and US medical schools through the SF Match system. A login is required to view results.</li> </ul>
Wednesday, April 16, 2025 <b>Post-Match Vacancies</b>	<ul style="list-style-type: none"> <li>Any vacancies which remain after the match will be announced on the Immediate Vacancies page. Vacancy listings are managed by the individual programs.</li> </ul>
July/August 2026 <b>Training Begins</b>	<ul style="list-style-type: none"> <li>Orthopaedics Fellowship training begins.</li> </ul>

Please see the subspecialties' individual timetables for additional dates applicable to the subspecialty.

<b>Trauma:</b>	<b>Application Deadline for OTA:</b> September 11, 2024 Interviewing at OTA (October 23-25, 2024 Montreal, Canada)	<b>Foot &amp; Ankle:</b>	<b>Application Deadline:</b> Target Date Sept 4, 2024 <b>Interview Invitations:</b> Not Defined by Specialty <b>Interview Period:</b> December 2024- February 2025
	<b>Application Deadline:</b> November 1, 2024 OTA <b>Interview Invitations:</b> December 2, 2024 OTA <b>Interview Period:</b> Not Defined by OTA	<b>Shoulder &amp; Elbow:</b>	<b>Application Deadline:</b> November 1, 2024 (Target Date Sept 4, 2024) <b>Interview Invitations:</b> December 2, 2024 <b>Interview Period:</b> January 4, 2025 – April 8, 2025
<b>Peds:</b>	<b>Application Deadline:</b> October 1, 2024 <b>Interview Invitations:</b> Not Defined by Specialty <b>Interview Period:</b> November 1, 2024 – March 2025	<b>Spine:</b>	<b>Application Deadline:</b> Target Date Sept 4, 2024 <b>Interview Invitation:</b> Not Defined by Specialty <b>Interview Period:</b> December 2, 2024 – March 21, 2025
<b>Hand (NRMF):</b>	<b>Application Deadline:</b> Target Date November 15, 2024 <b>Interview Invitations:</b> December 2024 <b>Interview Period:</b> January – March 2025 <b>MATCH May 15, 2025</b>	<b>MSK Oncology:</b>	<b>Application Deadline:</b> Target Date Sept 4, 2024 <b>Interview Invitation:</b> Not Defined by Specialty <b>Interview Period:</b> October 2024 – March 2025
<b>Hip &amp; Knee:</b>	<b>Application Deadline:</b> Target Date 09/04/24 <b>Interview Invitations:</b> Not Defined by Specialty <b>Interview Period:</b> October 2024 – March 2025	<b>Sports:</b>	<b>Application Deadline:</b> Target Date Sept 4, 2024 <b>Interview Invitation:</b> December 2, 2024 <b>Interview Period:</b> January 6, 2025- March 30, 2025

# PGY5 - Graduation

- Chief Year – take on more administrative roles
- Present research – Disputation Day
- Graduation Certificates and Awards
- Letters of Good Standing
- Final Evaluations(VGMET) with required narratives
- CV Filed
- Health Records
- Certificate of Coverage
- Legal Claims History Documents

*Cover Letter 1*

**CONFIDENTIAL AND PRIVILEGED  
PEER REVIEW DOCUMENT**

[Date]  
  
[Residency Program Director]  
[Organization]  
[Address 1]  
[Address 2]  
[City, State, Zip]

**Re:** [Name of Trainee]  
[DOB or NPI]

Dear Dr. [Residency Program Director Name] :

The above-referenced individual has applied for medical staff appointment and/or clinical privileges at [name of requesting entity] . This individual has indicated that he/she received training at your institution.

Your assistance in completing the enclosed form is greatly appreciated. Please fax or e-mail the completed form to [name of requesting department] at [facsimile #1] and [e-mail address of requesting entity] . The individual named above has signed the enclosed authorization and release form that authorizes you to provide this information.

Should you have any questions, please contact this department at [requesting department phone number] . Thank you in advance for your immediate attention to this request.

Sincerely,

[Name]

[Title]

Enclosures: (i) Verification of Graduate Medical Education Training Form  
(ii) Authorization and Release Form

*Cover Letter 2*

**VERIFICATION OF GRADUATE MEDICAL EDUCATION & TRAINING  
CONFIDENTIAL AND PRIVILEGED  
PEER REVIEW DOCUMENT**

[Date]  
  
**Re:**  
[Name of Trainee]  
[DOB or NPI]  
[Residency or fellowship program]  
[Training Dates 1]  
[Training Dates 2 (if applicable)]  
  
[Hospital or credentialing organization]  
[Department/Program]  
[Organization]  
[Address 1]  
[Address 2]  
[City, State, Zip]

Dear [Hospital or credentialing organization] :

The above-referenced physician trained at this institution in this program and during the dates referenced above. The enclosed Verification of Graduate Medical Education Training Form summarizes this individual's performance during that period of training.

This form:  
\_\_\_\_ was completed at the time the trainee left the program,

or

\_\_\_\_ was completed by the current program director, based on a review of the trainee's file, after the trainee had left the program, and is sent to you upon receipt of a signed authorization and release form by the former trainee.

This cover letter attests that the enclosed information contains a complete and accurate summary of the trainee's performance in this program. We are unable to provide information about training or practice after completion of this program, and trust that you will obtain that information from the appropriate programs/institutions.

Sincerely,  
[Program Director or Institutional Official]  
[Title]  
[Organization]  
[Address 1]  
[Address 2]  
[City, State, Zip]

Enclosures: (i) Verification of Graduate Medical Education & Training Form

# PGY5



## 2024 Fellowship Match Results Where They Are Headed and Who is Joining UMMC



Joseph A. Dynako, M.D.  
Harborview  
Trauma



Jacob A. Smithey, M.D.  
Mississippi Sports Medicine &  
Orthopaedic Center  
Adult Reconstruction



William M. Steward, M.D.  
Mississippi Sports Medicine &  
Orthopaedic Center  
Sports



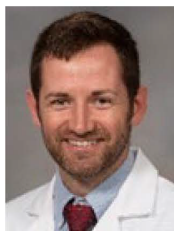
B. Lee Sullivan, M.D.  
OrthoCarolina Spine Center  
Spine



## 2025 Fellowship Match Results



Chibuzo C. Akalonu, M.D.  
Houston Methodist  
Adult Reconstruction



Steven T. Greene, M.D.  
Steadman Hawkins  
Clinic of the Carolinas  
Adult Reconstruction



Evan H. Powers, M.D.  
Mississippi Sports Medicine &  
Orthopaedic Center  
Adult Reconstruction



Matthew L. Wahl, M.D.  
Alexander Orthopaedic  
Associates St. Petersburg  
Adult Reconstruction



# PGY5 - Graduation



So What is Next? ...

# Reminders:

Focus on the first step in front of you not the whole staircase  
– one step at a time while remaining focused on the goal.

Trust Yourself

Stand behind what you know

The stronger your foundation, the easier it is to pivot

Lift one another up and work with others, leaning into strengths

Be prepared to step outside of your comfort zone from time to time.

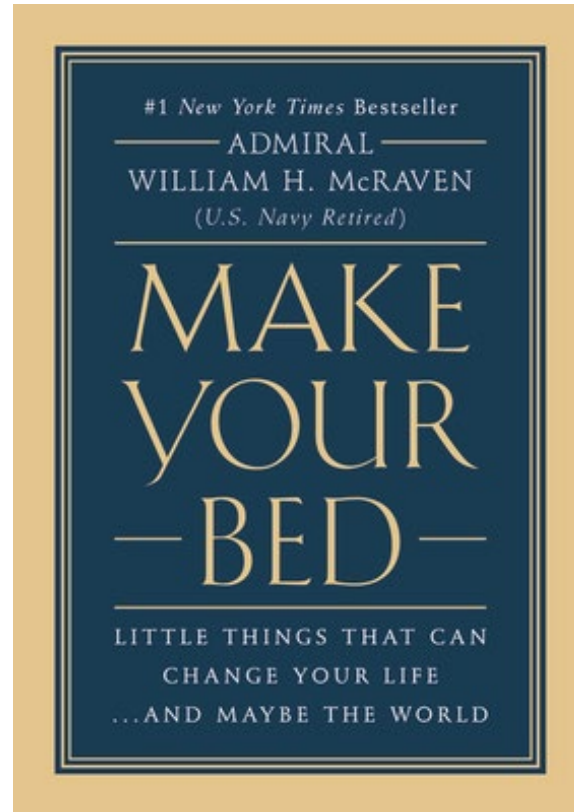
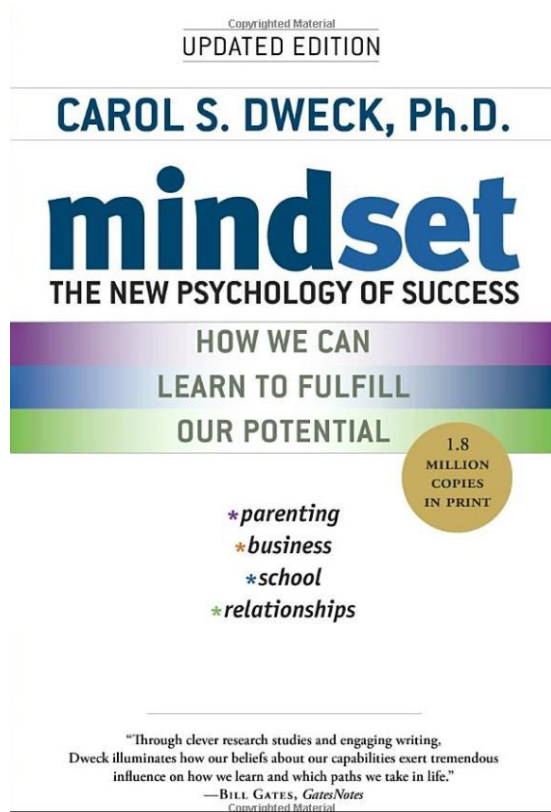
What the years have taught me....

From April to July, a program coordinator's job is to SURVIVE (thrive isn't an option). We must know that not everything will be perfect and that is okay. The amount of information to get the “leaving ones out the door” and the “newbies in” is too much! When you work hard, take pride in your efforts, and there are still things that fall through the cracks, our first response is to beat ourselves up for not being enough... BUT I am here to tell you, we are enough!!

Hang tight August/September is coming.



# Suggested Reading

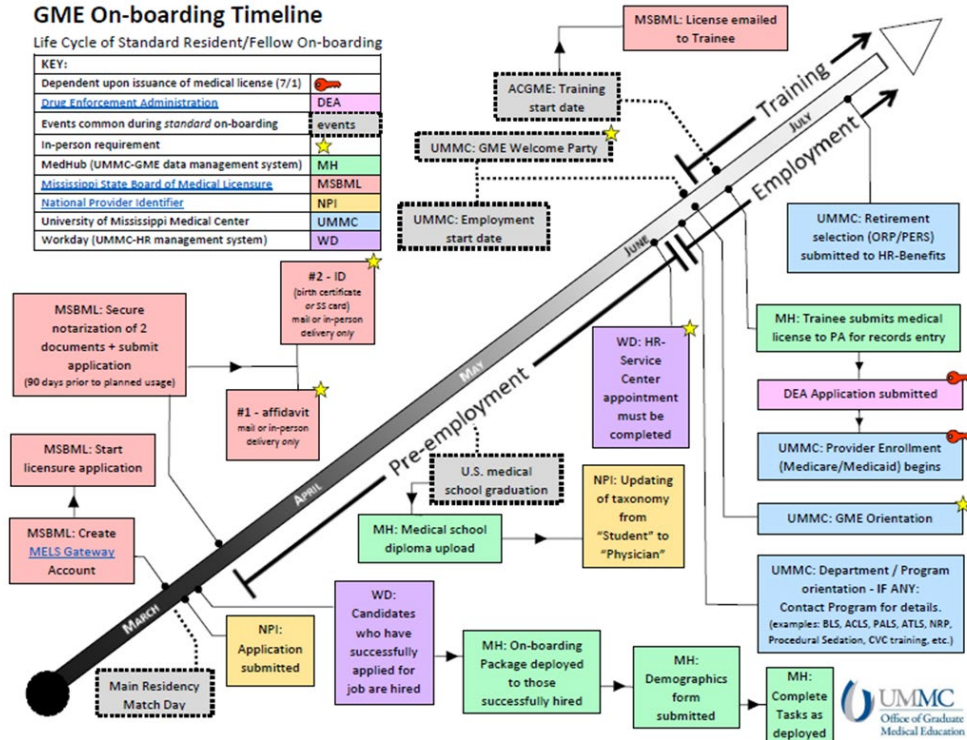


# Onboarding to Fellowship

## GME On-boarding Timeline

Life Cycle of Standard Resident/Fellow On-boarding

KEY:	
Dependent upon issuance of medical license (7/1)	
<a href="#">Drug Enforcement Administration</a>	DEA
Events common during <i>standard</i> on-boarding	events
In-person requirement	
MedHub (UMMC-GME data management system)	MH
<a href="#">Mississippi State Board of Medical Licensure</a>	MSBML
<a href="#">National Provider Identifier</a>	NPI
University of Mississippi Medical Center	UMMC
Workday (UMMC-HR management system)	WD







# UMMC Ortho Hand Fellowship

- Interviews are conducted through ASSH
- Onboarding Starts December/January
- Fellowship Starts August 1
- Case logs entered through ACGME
- Monitored by monthly meetings & PEC.
- Quarterly, Semi Annual and Final Evaluations
- Exiting Documents

# UMMC Ortho Trauma Fellowship

- Interviews are conducted through SF Match
- Onboarding starts December/January
- Fellowship starts August 1
- Case logs entered through OTA
- Monitored by monthly meetings.
- Semi and final evaluations
- Exiting Documents



# UMMC Pediatric Ortho Fellowship

- Interviews are conducted through SF Match
- Onboarding starts December/January
- Fellowship starts August 1
- Case logs entered through New Innovations
- Monitored by monthly meetings
- Exiting Documents



# A lot happens in 15 months

- Matched resident does not finish program
- Visa can not be approved
- Institution policy changes/restrictions
- Health changes

# Does your incoming fellow need a Visa?

**An H-1B sponsorship for a physician to engage in clinical training requires the following:**

- Passage of USMLE Steps 1, 2, and 3;
- ECFMG certificate;  
Educational Commission for Foreign Medical Graduates
- MS Medical License (trainee or institutional)

# J-1 Visa

- Changing status from J-1 (Exchange Visitor) involves several considerations. The most important is determining whether the J-1 holder is subject to the Two-Year Home Residency Requirement, commonly known as the 212(e). This section of the law requires the J-1 holder to return to the home country for two years after completing a J-1 program and before applying for a change of status H-1B. If subject to 212 (e), the J-1 holder may apply for a J-1 waiver. There are different waivers, such as a no-objection statement from the home country, interested government agency, persecution, or hardship. The waiver processing time varies from months to years, depending on the type of waiver, so time is of the essence if the J-1 is subject to 212(e).

# Questions?