



I Wish I Knew Then What I Know Now!

The Patsi Furr Coordinator Spotlight
February 12, 2025

Presented by: Honor Sanderford, M.Ed.



A little about me:

- 15 years of GME experience
- 1 year of orthopaedic surgery GME experience
- Master's in Adult Education



Topics

- What do you do?
- Organization
- Communication
- Never alone
- Judgement free zone
- Throw oneself on the sword
- Boundaries
- What I love about what I do



Topics

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Orthopaedic Surgery



What my friends think I do.



What my mom thinks I do.



What society thinks I do.



What Medicine thinks I do.



What I think I do.



What I actually do.



Quotes I “borrowed” from the GME Facebook Page



"Adult babysitter for really smart people with zero common sense"

I used to try to down plan what I did by saying the "I babysit doctors" line because it IS so hard to describe what we do.

I tell them I work with a group of Drs that want to specialize in a certain field and make sure they complete their training. Some folks still don't get it so I tell them I heard cats

I help make 20 new doctors every year.

I am a mom to 19 doctors I keep peace between the attendings and the new 🐝 and basically we heard cats who don't listen

I get paid to boss doctors around.

I tell them my title is 'Beggars Position.' I am constantly begging someone for something.



I wipe noses and asses.

I'm part of the leadership team that trains doctors/physicians.

Me: BABY!! There's a GME position open in Hawaii!!

Lance: Ok?

Lance: Oh! Is that what you do?? I still don't understand what you do. I'm sorry but you're Chandler Bing when it comes to your job!



How long does it take to be good at this job?



Our job is like education - your very first year, you drown, second year you get up to "doggy paddle" - just staying afloat, sometimes just your nose above water, third year you can swim across the pool but you're not going to win races yet. Fourth year you're a strong swimmer that can go the distance with your arms supporting a couple first years to keep their noses above water.



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Organization



It's okay to change the way you organize things.





! Honor's Monthly To Do List AY25 .xlsx ☆ 📄 ☁

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Q Menus



100%



123

Times ...



12



B22

fx Email Whitney RE journal club articles

	A	B	C	D	E
1		<u>Accreditation:</u>			
2		ACGME Resident/Fellow and Faculty Surveys begins, need to be distributed. The survey will be open for one month. Programs need to inform both the faculty and the trainees of the survey. ACGME requires a 60% minimum completion for Faculty and a 70% minimum completion for trainees. This is extremely important in maintaining accreditation.			
3		Arrange and disseminate meeting dates to the CCC members (meeting should be in April/May)			
4					
5		<u>On-boarding:</u>			
6		If applicable, notify trainees whose contract will not be renewed.			
7		Begin working on rotation block schedule for next year.			
8		Start your orientation planning for the incoming trainees.			
9					
10		<u>Recruitment:</u>			
11		If not done in January, finalize the date of the Rank Meeting with Interview Committee to determine the rank order list.			
12		Finish entering your rank order list in the NRMP website.			
13		If your program agreed to participate in the Supplemental Offer and Acceptance Program (SOAP), familiarize yourself with the details to be prepared for the possibility of not filling in the Match.			
14					
15		<u>New Innovations/Evaluations:</u>			
16		Monitor the completion rate of the evaluations in the program. Contact trainee and faculty who did not complete evaluations.			
17		Make sure trainees answer Duty Hours survey from the GME Office.			
18					
19	2/22/2025	Peds Fellowship Interview Day			
20	2/7/2025	Adult Hip & Knee Fellowship Interview Day			
21	2/8/2025	Adult Hip & Knee Fellowship Interview Day			
22	2/3/2025	Email Whitney RE journal club articles			
23	2/13/2025	Andy Harris grand rounds			
24		Put new zoom link for GR in GR invitation			
25		Add info about GR speaker and topic in calendar invitation			
26		Create CME announcement with new zoom link			
27		Create CME email with new zoom link			
28	2/13/2025	Ask Nick, Sean, Daniel, and Indy for their presentation titles for research rounds 2/20			
29	2/1/2025	Do screenprint of ABOS outstanding evals and send to DL			
30	2/7/2025	Order coffee a Dunkin to pick up Saturday morning			
31					
32					
33					
34					



July

August

September

October

November

December

January

February

March

April

May

June



JOHNS HOPKINS MEDICINE



! Honor's Monthly To Do List AY25 .XLSX

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	A	B	C	D	E	F
1	8/26/2024	Avard name plates, order from engraver				
2	10/7/2024	Enter Sean in ABOS and update his RRA				
3	11/11/2024	Prepare documents for applicant folders.	x			
4	12/1/2024	In preparation for the trainee semi-annual meetings with the (A)PD(s), prepare a Portfolio review or run evaluation reports on each trainee.				
5	12/1/2024	Monitor the completion rate of the evaluations in the program. Contact trainee and faculty who did not complete evaluations.				
6	12/2/2024	ASES Interview selection release date	x			
7	12/2/2024	Hip and Knee Fellowship Universal Offer date	x			
8	12/4/2024	Update vacations in NI				
9	12/5/2024	Send semi annual eval form to residents to complete	x			
10	12/9/2024	Ask Jean, Yesha, Sukrit, and Krishna for their presentation titles to send out for research rounds on 12/19	x			
11	12/9/2024	Submit request for microwave and keurig to be picked up and trashed in resident workroom	x			
12	12/9/2024	Submit request for 5163 to be vaccinated	x			
13	12/9/2024	Requested BV Christmas residents to respond RE voucher	x			
14	12/10/2024	Prepare materials to be reviewed during the meetings CCC and Semi-Annual Meetings.				
15	12/10/2024	Call Andy Nelson's if haven't heard from them about Friday's lunch, (410)527-0708	x			
16	12/15/2024	Make sure trainees answer Duty Hours survey.				
17	12/18/2024	Interns need to let me know what date/time they want to be scheduled or Health Equity Simulations	x			
18		Monitor the completion rate of the evaluations in the program. Contact trainee and faculty who did not complete evaluations.				
19		Send Lakisha Boyd a request to load money on Grubhub accounts	x			
20		Update ABOS RRA				
21		Put together a photo collage of 2019-2020 residents for wall				
22		Submit grant for Jean Fleuriscar	x			
23		Add Brian Hou to Interests and send to Dawn	x			
24		Update Website for Diversity Scholarship Deadline, The deadline should be the Friday 2 weeks after the AAOS meeting.				
25	12/20/2024	Send milestones to CCC committee members	x			
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						
36						
37						

July August September October November December January February March April May June



1/16
 Mkt Dinner Done
 Done
 Done

① Introduction
 a. after party
 b. # of guests

② AAAC Resident Deadlines

③ Doctor & Student offer letters

④ Honor reimburse for resident lunch
 exceptionally
 tax - well prepared
 prob. A part of scale
 strategy -

⑤ Breakfast - lunch for resident during
 resident week

⑥ Canteen for 5th Thursday
 850 persons & 20 people
 we do lunch 5th Thursday
 Director Wellness

⑦ Local 5th Thursday

⑧ JPOS skills assessment
 Sean - long cases + Staff assessment
 Jifer - Staff assess
 email after boards

"There is always light behind the clouds."
 -LOUISA MAY ALCOY

NOTES TO DO

Dinner only list
 Lunch for Speaker
 Lab instead of
 dinner

Plat. W. Mansfield
 - Under verification
 - verify at Residency
 - currently school
 - don't confirm for
 records

residents must
 get sign-off
 from me
 a. include in
 cover
 - Residency
 - take up research
 - final case of Gray
 5-9

Sub E request
 in channel

① appo do-land
 name tag
 interview folder
 labels for table folders
 study books
 Sub E email
 Sub E email
 Evals

JANUARY 27 - FEBRUARY 2
 WEEK 4

27 Monday

28 Tuesday

29 Wednesday
 spent interview time for applicants
 folders for applicants

30 Thursday
 Chery Chase registration
 send positive results to Dean

31 Friday
 Research Release Sub E

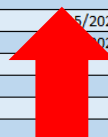
1 Saturday 2 Sunday



Checklist for major events

Graduation June 14, 2025

Items	How to	Details	Timeline	Start Date	Date Completed	Notes	Website
Speaker		Email	Year in advance	6/15/2023			
Venue		Select	Year in advance	6/15/2023		5/2023	
Zayed		Reserve location	Year in advance	6/15/2023		2024	Everything is reserved
Awards	Certificates	Chief Residents (MSO)	6 months before event	1/15/2024			MeetingRequest (netsimplicity.net)
Speaker		Talk Title	6 months before event	1/15/2024			
Speaker		Bio and CV	6 months before event	1/15/2024			
Speaker		Digital Photo	6 months before event	1/15/2024			
Speaker		W9	3 months before event	1/15/2024			
Portraits		Chief	Feb or March each year	2/15/2024			
Awards		Fellows (JHU)	3 months before event	3/15/2024			
Catering		Dinner	3 months before event	3/15/2024			
Gifts		Chairs	3 months before event	3/15/2024			
Invitations	e-vites	Formal	3 months before event	3/15/2024			
List	Excel Sheet	To invite	3 months before event	3/15/2024			
Awards	Plaque	Speaker	2 months before event	4/15/2024			
Awards	Plaque	Teacher of the Year	2 months before event	4/15/2024			
Awards	Plaque Plate	Byank Recipient	2 months before event	4/15/2024			
Awards		Resident Experience	2 months before event	4/15/2024			
Awards		Chief Resident name, years	2 months before event	4/15/2024			
Gifts		Photos	2 months before event	4/15/2024			
Honorarium	AP	Request for Speaker	2 months before event	4/15/2024			
Manuscripts		From Chiefs	2 months before event	4/15/2024			
Menu	From Venue	Selections for Dinner	2 months before event	4/15/2024			
Moderator	Dr. C.	Define	2 months before event	4/15/2024			
Order		Event order	2 months before event	4/15/2024			
Photos		Department Day of	2 months before event	4/15/2024		4/4/2024	Chris Myers, cmyersphoto@verizon.net/Have a list of w/ cmyersphotographs.com
Awards	Paper	Interns, Loops & Lead	2 weeks to a month in advance	5/15/2024		5/6/2024	
Awards		Researcher Award	2 weeks to a month in advance	5/15/2024			
Awards		OITE	2 weeks to a month in advance	5/15/2024			
Awards	AV	Morning	2 weeks to a month in advance	5/15/2024			All set for a/v help in Chevy Chase
Awards		At Evening Venue	2 weeks to a month in advance	5/15/2024			
Books	Speaker	Suggestion	2 months before event	5/15/2024			
Catering		Breakfast	2 weeks to a month in advance	5/15/2024			Jays Catering



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Communication



Write short,
succinct emails.



Communication

- Keep your team aware of upcoming changes, i.e. ABOS and ACGME.
- Text your PD if there is something urgent you need an answer to.
- Send texts to residents when you need something done ASAP, like duty hours



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*You are
not alone..*



Support

- ARCOS online community
- Facebook page - you can even post anonymously so no one knows it was you
 - GME Program Administrators/Educators
- Coordinators at your institution
- National Society of Academic Medical Administrators (<https://www.nsama.org/>)



Support

- Be okay with leaning on other people.
- Be willing to share ideas (give credit) and help others.
- Share what works for you, your tips and tricks.
- Don't be afraid to offer your guidance.
- Don't be afraid to ask for guidance.
- As a senior coordinator, be open to what a junior coordinator offers. Even old dogs can learn new tricks.





When you feel
all alone. Just remember
that there is someone
out there that feels
the same as you.
That person might
end up being your
best friend.



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We are not perfect. It's okay to admit when we're wrong or missed something. These are opportunities to improve.



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- Don't be afraid to set boundaries!
- It will help with your work-life balance



I know i'm putting
myself first, but
that's what I
need.



**KEEP
CALM
AND
JUST SAY
NO**



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DEPARTMENT OF ORTHOAEDIC SURGERY
RESIDENTS 2024 - 2025



Class of 2025



Rachel Bronheim



Wes Durand



Marc Greenberg



Andy Harris



Christa LiBrizzi



Majd Marrache



Claire McDaniel



Jacob Mikula

Class of 2026



Henry Fox



Whitney Kagabo



Shyam Kurian



Aoife MacMahon



Niyathi Prasad



Ryley Zastrow

Class of 2027



Jean Fleuriscar



Christopher Murdock



Yesha Parekh



Nick Siegel



Sukrit Suresh



Krishna V-Suresh



Sean Williams

Class of 2028



Daniel Badin



Indeevar Beeram



Mark Lantieri



Frederick Mun



Sudarsan Murali



Tyler Blake Nsekpong



Henry Shu

Class of 2030 T32

Class of 2029



Amil Agarwal



Lahin Amlani



Shrey Aravindan



Itai Bezherano



Kristen Manto

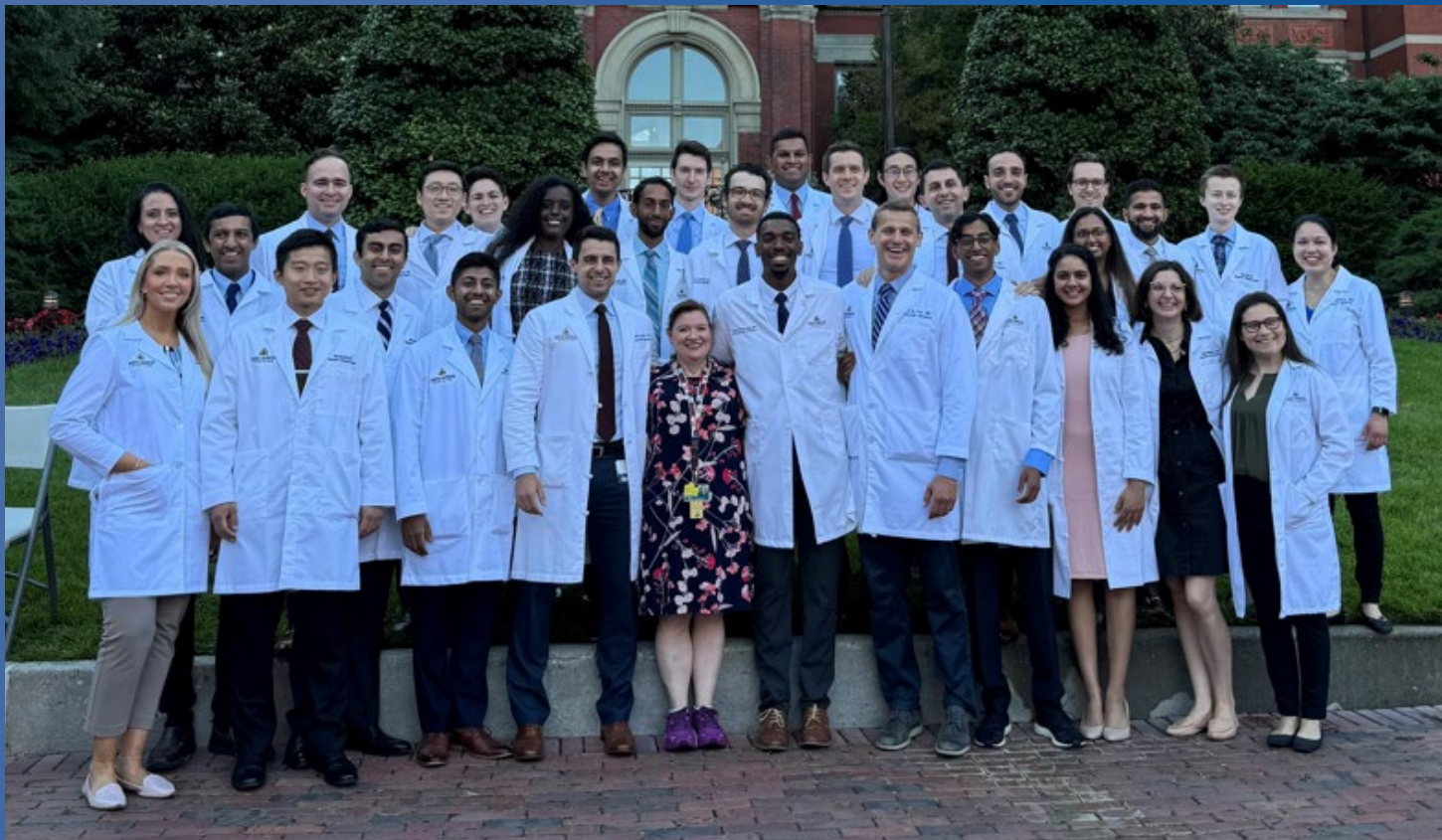


Alexandra Seidenstein



Daniel Shen







Dawn M. LaPorte, MD
Program Director



James R. Ficke, MD
Director, Orthopaedic
Surgery



Closing Advice:

1. Change happens
2. Be a palm tree; be flexible
3. Keep yearly electronic files and emails
4. Do not be afraid to ask questions, regardless of how much experience you have
5. Change can be necessary
6. This job can feel like a sprint, but it is a marathon
7. Don't forget to breathe



THANK YOU!

