

Program Coordinators Conference/May 10

Time (EDT)	Session
10:00-10:05 AM	Welcome Remarks
10:05-10:45 AM <i>Concurrent Breakout Room Sessions</i>	Tips and Tricks for New Program Coordinators Tips and Tricks for Established Program Coordinators
10:45-10:50 AM	<i>Transition</i>
10:50-11:30 AM <i>Concurrent Breakout Room Discussions</i>	Networking Breakouts
11:30-11:35 AM	<i>Transition</i>
11:35-12:15 PM <i>Concurrent Breakout Room Sessions</i>	Self-Study Updates for Adult Programs Self-Study Updates for Pediatric Programs
12:15-1:15 PM	<i>Lunch</i>
1:15-1:55 PM	ACGME: Program Updates
1:55-2:00 PM	<i>Transition</i>
2:00-2:40 PM	Training Administrators of Graduate Medical Education (TAGME)
2:40-2:45 PM	<i>Transition</i>
2:45-3:15 PM <i>Concurrent Breakout Room Sessions</i>	Tips for Non-Universal Tasks: Coordinating Didactics Communicating with Team Members to Improve Efficiency and Satisfaction
3:15-3:30 PM	<i>Afternoon Break</i>
3:30-4:10 PM	Tips for Non-Universal Tasks – Best Practices for Interviews
4:10-4:15 PM	Closing Remarks

*Topics and session times are subject to change

3/20/24