



ARANS

Association of Residency Administrators in Neurological Surgery

# PROFESSIONALISM

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A white computer keyboard is partially visible in the top left corner, with keys like 'S', 'D', 'F', 'G', 'H', 'J', 'K', 'L', 'Z', 'X', 'C', 'V', 'B', 'N', 'M', 'option', and 'command' visible. A black stethoscope is positioned diagonally across the white surface, with its chest piece on the left and its earpieces extending towards the bottom right.

# What is a profession?

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The Australian Council of Professions defines a **'Profession'** as:

A Profession is a disciplined group of individuals who adhere to ethical standards and who hold themselves out as, and are accepted by the public as possessing special knowledge and skills in a widely recognized body of learning derived from research, education and training at a high level, and who are prepared to apply this knowledge and exercise these skills in the interest of others

# National trends in the past 10-15 years for the role of “coordinator”:

- Recognizing the role of the coordinator as a professional title
  - Ongoing redefinition of the professional responsibilities and requirements of the residency coordinator by the ACGME.
- Increase emphasis on professional development
  - Certification – TAGME
  - Greater opportunities for advancement in National organizations
    - AHME
    - Specialty PD/Coordinator societies
- Recognition
  - AHME’s Council of Program Administrators and Coordinators (COPAC) has designated the 3<sup>rd</sup> Friday in August as GME Professionals Day

- II.C. Program Coordinator

**Background and Intent:**

Each program requires a lead administrative person, frequently referred to as a program coordinator, administrator, or as otherwise titled by the institution. This person will frequently manage the day-to-day operations of the program and serve as an important liaison and facilitator between the learners, faculty and other staff members, and the ACGME. Individuals serving in this role are recognized as program coordinators by the ACGME.

The program coordinator is a **key member of the leadership team** and is **critical to the success of the program**. As such, the program coordinator must possess skills in leadership and personnel management appropriate to the complexity of the program. Program coordinators are expected to develop in-depth knowledge of the ACGME and Program Requirements, including policies and procedures. Program coordinators assist the program director in meeting accreditation requirements, educational programming, and support of residents.

# TAGME (Training Administrators in Graduate Medical Education)

- **Mission**

To ensure a comprehensive level of services, training, knowledge and leadership through certification for the administration of Graduate Medical Education (GME) programs for physicians-in-training.

- **Vision**

The National Board for Certification of Training Administrators of GME establishes standards for the profession, to acknowledge the expertise needed to successfully manage GME programs, and to recognize those training administrators who have achieved competence in all areas related to their profession.

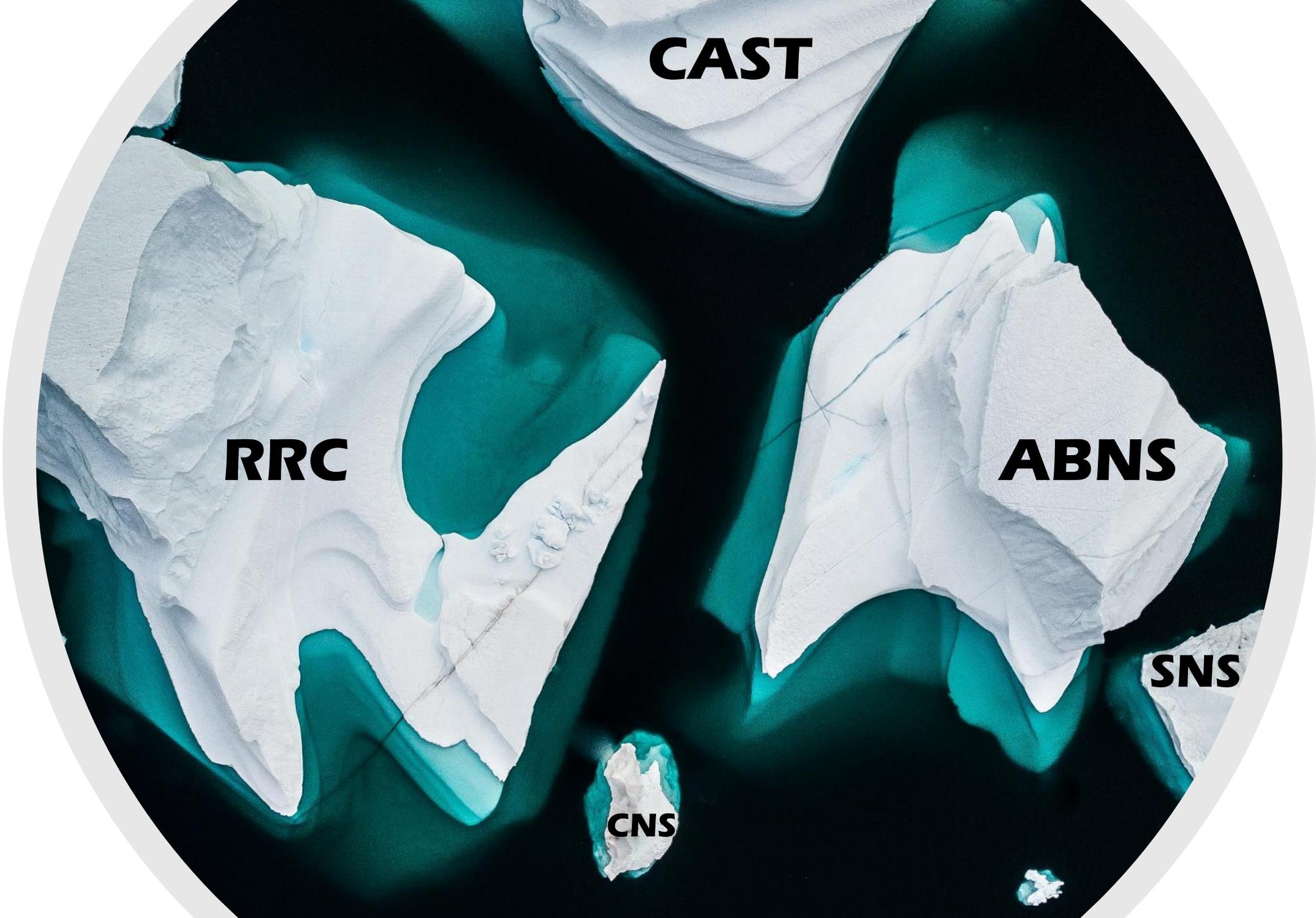
<https://tagme.org/wp-content/uploads/2021/04/2021-Certification-Guide.pdf>



- Is recognized by the neurosurgery specific physician organizations as the professional organization that represents neurosurgery program administrators
- Is included in discussions with program directors, interview policy creation and guidelines
- Interacts regularly and provides information to these organizations regarding our programs and residents

# NEUROSURGERY Specific Physician Organizations

- **ABNS: American Board of Neurological Surgeons**
  - *Certifies Neurosurgeons, Written and Oral Exams*
- **RRC – Residency Review Committee - Neurosurgery**
  - *Accredits Neurosurgical Training Programs*
- **SNS – Society of Neurological Surgeons**
  - *American society of leaders in NS residency education, “Senior Society”*
- **CAST – Committee on Accreditation of Subspecialty Training**
  - *Subspecialty Training & Fellowships; It is a committee of the SNS*
- **AANS – American Association of Neurological Surgeons**
  - *Scientific and educational association dedicated to advancing NS specialty*
- **CNS – Congress of Neurological Surgeons**
  - *Leader in education and innovation providing educational and career development opportunities*
- **NSA – Neurosurgical Society of America**
- **Regional/State Societies**
  - *i.e. ONS – Oklahoma Neurosurgical Society, Inc., WNS – Western Neurosurgical Society, Southern Society of Neurological Surgeons, etc.*



**CAST**

**RRC**

**ABNS**

**SNS**

**CNS**

# What we don't see under the water line...

## ABNS: American Board of Neurological Surgeons

- 1,489 residents in 115 ACGME approved neurosurgical resident programs being tracked by the ABNS
- Administration of Primary Exam, Neuroanatomy Exam, Oral Exam, MOC and a LOT OF DATA!
- Interaction with ALL neurosurgeons tracking towards certification and maintaining certification.
- Since its founding in 1940, the ABNS has certified over 7,892 Diplomates

## RRC – Residency Review Committee - Neurosurgery

- ACGME Staff for Neurosurgery (115 core programs) also covers Colon and Rectal Surgery (65 core programs), Orthopedic Surgery (201 core programs), and Otolaryngology - Head and Neck Surgery (125 core programs) = 506 core programs

## CAST – Committee on Accreditation of Subspecialty Training

- 200+ Fellowships



# Liaison

A *liaison* is a person who acts to arrange and assist interaction between parties.

A close synonym is [intermediary](#).

A more informal synonym is [go-between](#).

## Did you know there is a job called a Liaison Officer?

- A liaison officer is a professional who enables two or more organizations to communicate, collaborate on projects and coordinate their activities by functioning as the official point of contact. They help streamline communications between multiple organizations or agencies in situations where it's necessary for them to work together. Liaison officers typically work in public relations teams, departments, divisions or agencies and help handle public communications, conflict resolution, incident response and any other communication-related matters.
- Typically, a liaison officer acts as a technical or subject matter expert for the organization they associate with, meaning they have a comprehensive understanding of particular functions, processes, technologies or departments.
- What makes an effective liaison? The quality of connections was as important as the quantity for supporting organizational understanding and engagement. Our **most effective liaison people were persuasive, approachable and well-liked**: people are more inclined to do things for people they like. Adaptability and project management skills were also vital.

I plan to use the word liaison heavily in my next job description

# EXAMPLES

Medical Student

Resident

Faculty

## Professionalism

Professionalism does not mean wearing a suit or carrying a briefcase; rather, it means **conducting oneself with responsibility, integrity, accountability, and excellence**. It means **communicating effectively and appropriately and always finding a way to be productive**. Employers want new workers **to be responsible, ethical, and team oriented, and to possess strong communication, interpersonal, and problem solving skills**. Wrap these skills up all together and you've got professionalism...

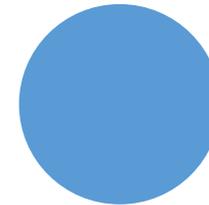
Professionalism isn't one thing; it's a combination of qualities.

We need to model the professionalism that we expect in others



# Practical examples of professionalism in action

- Be respectful of others' time. Can you find the answer without needing to call or email?
  - Read all emails/instructions fully before emailing or calling with a question
  - Can you ask a mentor or ARANS forum to answer your question?
- Keep track of deadlines
  - Don't wait until the last minute, especially if you anticipate needing help or having questions.
  - Deadlines can rarely be changed so please do not ask for exceptions unless there is a true emergency.
- The office staff often relies on information from the VOLUNTEER neurosurgeons ... and that can take a long time!





Practical  
examples of  
professionalism  
in action

- Be clear and concise in your communications
- Be kind and show grace
- Remember everything under the water line
  
- Be a LIAISON for your students, residents, and faculty



**As professionals  
let's make sure that  
we treat others with  
professionalism**