DEPARTMENT OF THE ARMY
WOMACK ARMY MEDICAL CENTER
BLDG 4-2817 REILLY ROAD
FORT BRAGG, NC 28310

REPLY TO
ATTENTION OF

MCXC-GME 01 FEBRUARY 2012

MEMORANDUM OF INSTRUCTION

SUBJECT: Active Duty Physician Assistant Shadowing Requirements for IPAP and LTHET Applicants

1. **BACKGROUND:** The Interservice Physician Assistant Program (IPAP) and the Long Term Health Education and Training (LTHET) application requirements include 40 shadowing hours of a military physician assistant, IAW AR 601-20 FY 2012 and the FY2012 LTHET message. This will culminate in the IPAP application letter of recommendation and completion of a USAREC Form 195, both of which are required for the IPAP application. LTHET also requires doctoral program applicants to complete 40 shadowing hours in the specialty they are applying for (e.g. orthopaedics, emergency medicine, intensivist/general surgery).

2. **PURPOSE**: To meet regulations and military medical privacy standards, applicants shadowing physician assistants in Fort Bragg must follow the procedures outlined below.

3. Report to Mr. Randal Shivy randal.shivy@amedd.army.mil (WAMC HESD basement) and Mr. Everardo Zamora everardo.zamora@amedd.army.mil (WAMC library basement) at least one month (waiverable based on circumstances) in advance of requested start date. They will conduct the proper inprocessing requirements you will need (checklist attached). Mr. Shivy will e-mail MAJ Amelia M. Duran-Stanton to initiate the scheduling process.
    a. **Fort Bragg IPAP applicants**: MAJ Duran-Stanton will contact the Fort Bragg Senior PAs to identify a PA you will shadow. The PA will contact you to determine your schedule for shadowing. Applicants must ensure the shadowed PA knows they will need to author and submit recommendation letter and fill out the USAREC FORM 195.

    b. **Fort Bragg LTHET applicants**: those interested in the DSc in Clinical Orthopaedics will shadow MAJ Duran-Stanton. Those interested in the DSc in Emergency Medicine will shadow MAJ Aaron Cronin aaron.cronin@us.army.mil and/or MAJ George Barbee george.a.barbee@us.army.mil . Those interested in the DSc in General Surgery will be coordinated to perform their shadowing hours in the emergency and general surgery departments. Those who are still undecided, we can accommodate for you to shadow ten hours from each specialization.

4. **REFERENCES**:

    a. All IPAP application references may be found at the Army PA Website at the following link: http://www.usarec.army.mil/downloads/armypa/AR601_20FY12MESSAGE.pdf

    b. The LTHET FY 2012 message can be found at https://www.milsuite.mil/book/docs/DOC-19267 (MilBook account required).

5. **NOTE:** There are discussions of increasing the shadowing hours to 80 hours for future applications for IPAP and LTHET so we highly recommend that you plan accordingly.

6. Any questions may be referred to the undersigned at amelia.duranstanton@us.army.mil, (910) 907-8269 IPAP office, (910) 907-6533 (Ortho office) or Mr. Randal Shivy at randal.shivy@us.army.mil (910) 907-8490 (HESD).

AMELIA M. DURAN-STANTON
MAJ, SP, OPA-C, PhD, DScPAS-CO
WAMC IPAP Phase 2 Clinical Coordinator

Womack Army Medical Center

Website for all required paperwork to do a rotation at WAMC

http://www.wamc.amedd.army.mil/Pages/default.aspx

List on left- Under Education

Graduate Medical Education- See Information on Student Requirements (For all)

In-processing Forms

- **Back ground and HIPAA- For all**
  - **SF85P** (Back Ground Investigation Paperwork) **Civilians only**, see instructions
  - **W2767** (For those of you who will be treating children under the age of 18) For All
  - **Ancillary HIPAA Form-** Non provider/Non Nursing students (For All that are not providers and not nurses)
  - **Nursing HIPAA Form**- for nursing students (For All nurses mil and Civ)
  - **Provider HIPAA Form-** For the Provider students (For Providers- both Mil and Civilian)
  - **Doc of Vol. Service-** just fill out top portion- (For All)
  - **WAMC Form 25-1u-** fill out top portion only, from SSN up. (For All)
  - **Library registration form-** this is only if you plan on checking out books from our Medical Library. (For All)
  - **WAMC Student Standards of Conduct-** how we would like you to behave while you are here. (For All)
  - **Wearing of the Badge-** just letting you know that you have to wear your badge while you're here(For All)

Immunization Forms

- **Immunization Paperwork**- instructions (For All)
- **Student's immunization records**- fill out top portion only (For All)
- **Immunization Page 2**- answer questions 1-8 and fill out bottom left (For All)

ID CARD-POST ACCESS

- **FORM 1602-** This is for our Civilian Students who do not have a DOD ID card, way to get on or off post (All Non DOD Card Holders)

ONLINE TRAINING

- **DOD HIPA A –** Everyone need to do this Training Annually
- **How to register for HIPAA-** instructions on how to register (For All)
- **Information Assurance-** This training is for everyone that will have Computer Access (Both Mil & Civ)

Fire safety and infection control -

- Fire Safety and Infection Control Book- this is the handbook for this test (For All)
- **Fire Safety test**- answer sheet (For All)
- **Infection control test**-answer sheet (For All)

Housing

- **Housing Information**- this is an informational sheet for all needing info about housing (Available for both civilian and military)

Handouts

- **2011 National Patient Safety Goals** (For All)
- **Adverse Drug Reaction Reporting** (For All)
- **The Joint Commission's "Do Not Use" List** (For All)
- **Womack Parking Policy** (For All)

Maps

- **Directions on how to get to Womack Army Medical Center**
- **Map of WAMC**
- **Ft. Bragg Map**

PHASE 2
Clinical Coordinator Training
“Read Ahead”

Amelia M. Duran-Stanton
MAJ, SP, OPA-C, PhD, DSc
Phase 2 Clinical Coordinator/Ortho PA
Womack Army Medical Center
Fort Bragg, NC 28310
amelia.duranstanton@us.army.mil

“I was selected as a Phase 2 Clinical Coordinator… what do I do now?”

New Coordinator Checklist

- Bring gov't laptop with wireless internet during training
- Start MyEval Acct
- Start UNMC Blackboard Acct and read:
  - ARC PA standards
  - SEP Jan 2011
  - Learning objectives
  - IPAP preceptor handbook
  - Army Phase 2 Policy and Procedure
  - Phase 2 Preceptor Recognition Policy
  - Phase 2 POI
  - Required Medical Reference List
  - Phase 2 OER/Eval Bullets

- Do you have a webmaster?
- Do you use SharePoint?
- Brows through our website:
  - http://www.wamc.amedd.army.mil/dme/GME/IPAP

- Bring from your site hard and soft copies of:
  - Your support form
  - Your rating scheme
  - Your CV
  - IPAP students line and numbers
  - IPAP students inprocessing checklist
  - Your current students' rotation schedule
  - Grading matrix for your site's rotations
  - Your welcome letter
  - Preceptor full names and contact info
  - List of PAs in your area
  - Training site availability
    - TDY PANCE review
    - MSTC
    - Sim Center
    - Other PA Programs

OUTLINE

- Prearrival
- Inprocessing
- New Seniors Paperwork
- Class Leadership
- Weekly Meeting
- Graduation
- Probation
- Rotation Guidelines
- Miscellanous

Pre-Arrival

Pre-arrival

Notified by Phase 1 of new Phase 2 students

- The Phase 2 Liaison at FSH will provide you with a graduation date and a report date of a class (currently this is MAJ Oliver)
- ACLS class, 6-sided folder, DMHRSi and CCQAS
- Provide Welcome Letter and Pre-arrival Checklist
- Choose staff functions (recommend highest ranking AD enlisted student in good standing as incoming freshman class leader)
- Current freshman class students are the sponsors for new class
- Class leader sends all pictures, update alert roster and send all master papers to you (to include name of grader and numerical grade)
- Add new students to MyEval, download pictures sent by class leader and assign MPAS 712-Final Grade (autopopulate components)
- Schedule Hail and Farewell

Inprocessing

Inprocessing

1st week after graduation

- Company – C. Co. NCOIC
  - Inprocessing packet
- Mr. Shivy - Admin
  - Inprocessing packet
  - Confirm ACLS class dates
  - CCQAS, DMHRSi, 6-sided folders
- Phase 2 Clinical Coordinator
  - Go over pre-arrival checklist
  - Orientation manual
  - Counseling
  - Rotations
  - Meet medical director and other students
  - Review PACKRAT results – anything below 80%: focus
  - Exam Master
  - PANCE Blueprint, reading schedule
  - MPAS 712 Final Grade submitted in MyEval (autopopulates components)
  - Master Paper grade in MyEval (include title and grader comments)

Counseling

Counseling

1st week after graduation

- Initial
  - Discuss expectations and standards
  - Start blank “Performance Counseling”
  - Memorandum of Standards
  - Scheduling presentations (place on calendar and invite me and MAJ Barbee)
  - Schedule tentative dates for presentations on calendars
- Weekly (see sheet)
  - Logs
  - Presentations
  - Rotation
  - Issues
- Before graduation (All Students)
  - Update “Performance Counseling”
  - Professional Attributes “spot checks”
- Include positive reinforcement

New Seniors Paperwork

New Seniors Paperwork

1st week after graduation of previous seniors

- DOCUMENTS NEEDED BY USAREC
  - Physicals
    - Get labs drawn and fill out DD 2807-1/ DD 2808 physical paperwork (all)
    - Initiated 6 months prior to graduation, more time needed if student has medical issues that need waiver
  - Provide examples of DA 61 (enlisted and officer)
  - Provide example of DA 71 (enlisted only)
  - Security verification memo
- Student e-mails all documents to the IPAP USAREC representative (MAJ Dawn Orta, and cc Phase 2 CC; or you can collect them from the students and send them all to MAJ Orta)
- USAREC sends scrolls to Phase 2 CC when they are completed
- HRC provides RFOs, orders cut locally

New Seniors Paperwork

1st week after graduation of previous seniors

- DA 1059
  - Get actual quotes from preceptors about student
  - APFT 30-60 days prior to BOLC/Phase III
  - Mailing and e-mail addresses
- Credentials (CCQAS) packet
  - DA 5374 Performance Assessment
  - DA 5441-18 Evaluation of Clinical Privileges
  - Competency Letters
  - Training cards (BLS, ACLS, PALS, etc.)
- Phase III Preference Sheets to HRC
- Prepare CME PANCE Prep TDY if funds available
- Also complete skeleton forms for Junior Class

Class Leadership

Class Leadership

- Senior class leader is overall student class leader
- Appoint junior and freshman class leaders
- DA 1059 Leadership “exceeds course standards”
- Removed from class leader position if on academic and/or nonacademic probation
- Selection of class leader positions
  - Active duty
  - Good grades
  - Enlisted (Officer Candidate)
  - Strong leadership skills

Class Leadership

- Overall Senior Class Leader
  - Your “XO”
  - In charge of ALL students
  - Inform selection of overall class leader in front of all students
  - Manages all staff functions of students

Class Leadership- Senior

- Responsibilities
  - Controls the ER hours and appoints all their days (they do not get a choice)
  - Responsible for the presentation schedule
  - Responsible for 5th Wednesday and Journal Club
  - Ensure students are logging procedures, patients and ER hours
  - Acts as a liaison between Phase 2 CC and the students

Class Leadership - Junior

- Responsibilities
  - Absence of senior class leader, junior class leader is in charge
  - Assistant overall class leader
  - Staff functions as assigned, reflects the same as senior staff positions

Class Leadership- Freshman

- Responsibilities
  - Staff functions
  - Involved in group leadership voting

Weekly Meeting

Weekly Meeting

- Wednesday weekly meeting starts at 0830 hours 4S Classroom
- Testing hours 0700-0815 with Mr. Shivy (HESD)
- Send agenda NLT Tues morning prior to meeting
- Announcements
  - Due outs
  - Journal Club and 5th Wed events
- Schedule for the next two weeks
- Weekly counseling
- Ask if anybody has any issues
- IPR for graduating class

- Schedule:
  - Weeks 1 to 4 – student graded presentations
  - Week 2 – brown bag lecture invitation
  - Week 3 – Grand Rounds
  - Week 4 – Journal Club or Admin on non-Journal Club month
  - Week 5 – 5th Wednesday

MPAS 712
Directed Studies

MPAS 712 – 5 components

- Master Paper (graded in Phase 1)
  - Master Paper with grading rubric
  - Enter grade in MyEval
  - Read paper, recommend mentor
- Master Presentation
  - Announcement Flyer
  - Abstract
  - Poster
  - Mentor
  - ASU
  - Professional venue (Weaver Auditorium or command suite)
  - CME MODS
    - Must have three objectives
    - Approved by medical director
- Professional Topic
  - “Think outside the box”
  - Use installation(s) for venues pertaining to presentation
    - Medical Simulation Training Center
    - Computer Lab
    - Hands on equipment and training aids
- Medical Topic of Interest
- Professional Attributes

Graduation

Graduation

- Emphasize this is a SIGNIFICANT EVENT
- Commissioning
- UNMC diplomas
- Mentioned monthly to all regarding grad requirements
- IPR weekly starting one week after the last graduation
- Dress rehearsal at least one week prior to graduation
- Program deadline 2 mos prior
- Invitations
- Distinguished Party are Phase 2 CC, hospital commander, medical director and senior medical leaders (senior PAs and their respective “Surgeon”)
- Guest Speaker
- Rotation of the Year
- Preceptor of the Year
- Prepare your speech
- Desk brief with commander at least 3 mos prior

Graduation

- Schedule APFT at least 30-60 days prior to BOLC date (all students, including officers)
- Complete all grades in MyEval
- Student provides hard copies of:
  - ER Log hours and total
  - Procedure log total
  - Patient Log total
  - APFT, Ht/Wt, tape measurement results
- Assign elective grades at the end to yourself
- Assign “End of Phase 2 Critique”; once completed by student, provide DA 1059 for their final signature
- Face-to-face “Professional Attributes” grade with self-assessment at least 1 mo prior
- Have student complete final “Performance Counseling”

Probation

Probation

- All probation documents are submitted to the Medical Director and IPAP Phase 2 Clinical Coordinator Liaison (MAJ Oliver)

- WAMC Standard for Academic Probation:
  - 1st test or rotation failure
    - Student formally counseled of academic probation until they pass the next rotation
    - If they fail the retest (5-10 days later) they will be recommended for removal from the program
  - 2nd test or rotation failure
    - Student gets counseled notifying them of permanent academic probation status
    - They will remain on probation for the remainder of their time in the program
  - 3rd test failure
    - Recommended removal from the program

Probation Remediation Plan

- Academic Probation:
  - 10 **handwritten** SOAP notes turned in daily (weekdays only)
  - 300 Exam Master Questions weekly
- Nonacademic Probation:
  - Depending on circumstance on duration of probation
  - Student must present in front of class a topic related to reason s/he was placed on nonacademic probation (e.g. professionalism, Army values, etc.)
  - Remediation plan varies, discuss with Medical Director and IPAP Phase 2 Clinical Coordinator liaison if needed

Rotation Guidelines

Rotation Guidelines

- Schedule FM at the very end
- Internal Medicine and ED late junior to senior timeframe
- Prepare the rotation schedule and send to all preceptors for corrections, provide a deadline
- Send to students for any corrections
- Limit changes once published
- Be flexible and keep everyone informed
- Ask preceptors their preferences and availability

Miscellaneous

Miscellaneous

- Importance of command support
  - UNMC adjunct faculty limited to Phase 2 CC and Medical Director
  - If you have a GMEC, attend the meetings and complete your budget
- Preceptors – see them face to face, meet and provide student critiques after each graduation; do appointment orders, provide recognition letters as adjunct professors through the AMEDDC&S; send signed undated resignation letters to Phase 1; make sure they update their DMHRSi to get RVUs for teaching to balance their clinical hours
- Journal Club – 4th Wed every other month, based on PANCE Blueprint Organ System topics, 5 journal research articles
- Encourage publications (Case reports, EndNote, SP Corps lines of research, Zotero, dropbox)
- 5th Wednesday – outside of the hospital
- Marketing
  - Newsletter
  - Website
  - Sharepoint
  - Network with local PAs and PA programs
  - PA Week 06-12 October
- Senior PA Basic Skills Renewal Course
- Mentorship Program (CV preparation, one-on-one time, hands-on training)
  - Include yourself, you need mentorship (support form, CV)

Acknowledgements

This presentation was prepared based on what I learned (and continue to learn) during my training and hands-on experience along with documents provided by previous Phase 2 CCs who were kind enough to share them.

•MAJ Jeffrey Oliver , current IPAP Phase 2 CC liaison; he left me an abundance of helpful documents and continues to be a wealth of information

•CPT Julie Schwarz , my Phase 2 CC trainer; she taught me to "care about the students and do not lower the standards"

•MAJ Chad Swaims, Fort Bliss Phase 2 CC, who provided the slide decks that I modified for this presentation

•MAJ George Barbee, my deputy clinical coordinator, who has continued to help me survive in this challenging but rewarding position

•LTC Tom Schumacher, previous WAMC IPAP Phase 2 CC and mentor, who told me now that I think I have this figured out that it is fine to enjoy it

1. Care about the students
2. Do not lower the standards
3. Have fun
4. See you soon!

Bottom line…

Questions?

DISCLAIMER: This is just a guideline of best-practices that I've learned since my tenure as the Phase 2 CC coordinator at WAMC. You have an opportunity to take what you've learned and modify as needed.

IPAP STUDENT PRE-ARRIVAL CHECKLIST as of 29 MAY 2011 Class 03-10

- Order an IPAP polo shirt while at Phase 1; these shirts will be worn on certain training events
- Sign in www.myevaluations.com and post a headshot picture
    - Get your HIPAA requirements done; Instructions to Access MHS Learn HIPAA Training:

  1) MHS Learn URL is https://mhslearn.csd.disa.mil <https://mhslearn.csd.disa.mil/>
  2) Login - Username is "firstname.lastname.last4 numbers of your SSN." If you forgot your Password, click on the "Forgot Password" Link.
  3) Upon login, your HIPAA and Privacy Act Training can be found on the "My Learning Page".
- Send OC Grambusch your headshot pictures in jpg; once all pictures collected send to MAJ Duran-Stanton in a word document with names below the picture and title on top "Class 3-10")-I already sent the document that needs your pictures to OC Adams
- Send OC Grambusch a word document of your master paper; once all collected send to MAJ Duran-Stanton, place a copy in your training portfolio; update the spreadsheet that I sent to OC Adams
    - Formulate ideas for Professional and Medical Presentations
- Create a training portfolio (large binder with document protectors)
- Have a CV/Resume done – place in training portfolio
- Have a copy of ERB/ORB in training portfolio
- Have dividers in portfolio labeled for each rotation in Phase 2
- Read "Who's got the monkey?" (attached) and place in training portfolio
- Sign in UNMC Blackboard and read through all the documents for Phase 2, print and place in training portfolio as needed/appropriate
- Read journal club questions, print, and place in training portfolio
- Read "How to give an academic talk", print, and place in your training portfolio
- Read "SOAP", print, and place in your training portfolio
- Go to these two sites, complete the questions, print and file in your training portfolio to show me when you arrive
    - Carl Jung and Isabel Myers-Briggs Personality Test: http://www.humanmetrics.com/cgi-win/JTypes2.asp
    - Personal Thinking Style (Gregorc Style Delineator): http://www.thelearningweb.net/personalthink.html
- Sign up for Exam Master account from this link https://www.exammaster2.com/cgi-bin/htmlos.cgi/wds/enter.html?gate=NMCSD with your ".mil" e-mail
    - **Prior to arriving to Phase 2 after taking leave, take a 150 question pre-test on Exam Master on all subjects; print and place results in training portfolio**
- Create an account on CITI https://www.citiprogram.org/Default.asp?; complete requirements for WAMC (Group 3.Social & Behavioral Research, Basic Course); print your completion document, place in portfolio
- Read all the links on the WAMC IPAP site http://www.wamc.amedd.army.mil/dme/GME/ipap/Pages/default.aspx
- Read the orientation manual, print, place in your portfolio, sign the last page (it is in the WAMC IPAP Site) http://www.wamc.amedd.army.mil/dme/GME/ipap/Pages/curr.aspx

I owe you the following as of 29 MAY 2011 :
Your PA mentor through the PA mentorship program (a PA who is stationed in Fort Bragg)
Inprocessing checklist

DEVELOPMENTAL COUNSELING FORM

For use of this form, see FM 6-22; the proponent agency is TRADOC.

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: 5 USC 301, Departmental Regulations; 10 USC 3013, Secretary of the Army.
PRINCIPAL PURPOSE: To assist leaders in conducting and recording counseling data pertaining to subordinates.
ROUTINE USES: The DoD Blanket Routine Uses set forth at the beginning of the Army's compilation of systems or records notices also apply to this system.
DISCLOSURE: Disclosure is voluntary.

PART I - ADMINISTRATIVE DATA

Name *(Last, First, MI)*	Rank/Grade	Date of Counseling
NAME		

Organization	Name and Title of Counselor
Student Detachment, C Co, WAMC, Ft. Bragg, NC 28310	MAJ Amelia M. Duran-Stanton, Clinical Coordinator

PART II - BACKGROUND INFORMATION

Purpose of Counseling: *(Leader states the reason for the counseling, e.g. Performance/Professional or Event-Oriented counseling, and includes the leader's facts and observations prior to the counseling.)*

Performance Counseling

PART III - SUMMARY OF COUNSELING

Complete this section during or immediately subsequent to counseling.

Key Points of Discussion:

As a student you have read, reviewed, understood, and have had opportunities to ask questions for clarification and then signed as appropriate the Phase II Student Agreement, Student Evaluation Plan, and my philosophy as required. As a student you understand that it is only your responsibility to maintain the required standards of performance and conduct while in attendance of this program. This includes not only taking tests and conducting clinical rotations, but also includes meeting all deadlines (Masters Submission draft and final, not being tardy to clinic) and notifying me if you fail any requirements (written test, graded Masters Submission). The following is the listing of your performance to date:

IPAP 700:	Surgery:		Urology:		Exam:	Overall Grade:
IPAP 701:	Derm:				Exam:	Overall Grade:
IPAP 702:	OB-GYN:				Exam:	Overall Grade:
IPAP 703:	Ortho:		Pod:		Exam:	Overall Grade:
IPAP 704:	Psy:				Exam:	Overall Grade:
IPAP 705:	IM:		Neuro:		Exam:	Overall Grade:
IPAP 706:	ENT:		Allergy:		Exam:	Overall Grade:
IPAP 707:	Peds:				Exam:	Overall Grade:
IPAP 708:	Optho:				Exam:	Overall Grade:
IPAP 709:	EM:		Hours to Date:		Exam:	Overall Grade:
IPAP 710:	FM:		LTC:		Exam:	Overall Grade:
IPAP 711:	**Electives**		Radiology:		Elective 1:	Elective 2:
IPAP 712:	Final Masters Paper:		Professional Topic Presentation:		Medical Topic Presentation:	Overall Grade:
	Masters Oral Presentation:		Professional Attributes:			
Patients Logged:			Procedures Logged:		On Track: Yes or No	
APFT Date:			Score:	Go / NoGo	Flagged: Yes No NA	
Weight Date:			Weight:		Exceeds Screening Wt:	Flagged:

Commissioning Status / Issues:

OTHER INSTRUCTIONS

This form will be destroyed upon: reassignment *(other than rehabilitative transfers)*, separation at ETS, or upon retirement. For separation requirements and notification of loss of benefits/consequences see local directives and AR 635-200.

Plan of Action *(Outlines actions that the subordinate will do after the counseling session to reach the agreed upon goal(s). The actions must be specific enough to modify or maintain the subordinate's behavior and include a specified time line for implementation and assessment (Part IV below)*

1. Maintain all appropriate standards and keep the Phase II coordinator informed of any deficiencies.
2. Individual plan comments here:

Session Closing: *(The leader summarizes the key points of the session and checks if the subordinate understands the plan of action. The subordinate agrees/disagrees and provides remarks if appropriate.)*

Individual counseled: ☒ I agree ☐ disagree with the information above.

Individual counseled remarks:

Signature of Individual Counseled: NAME Date:

Leader Responsibilities: *(Leader's responsibilities in implementing the plan of action.)*

Signature of Counselor: Date:

PART IV - ASSESSMENT OF THE PLAN OF ACTION

Assessment: *(Did the plan of action achieve the desired results? This section is completed by both the leader and the individual counseled and provides useful information for follow-up counseling.)*

Counselor: Individual Counseled: Date of Assessment:

Note: Both the counselor and the individual counseled should retain a record of the counseling.

JOURNAL CLUB THEMES

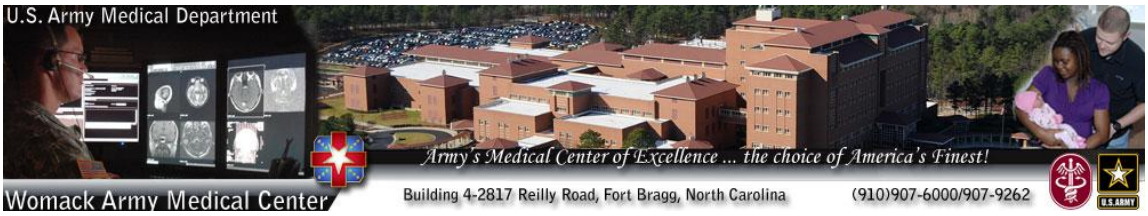
WAMC
IPAP

Cardiovascular - Sept 2011	x
Pulmonary – Nov 2011	x
Endocrine - Jan 2012	X
EENT (Eyes, Ears, Nose and Throat) - Mar 2012	X
Gastrointestinal /Nutritional – May 2012	
Genitourinary - July 2012	
Musculoskeletal - Sep 2012	
Reproductive - Nov 2012	
Neurologic System – Jan 2013	
Psychiatry/Behavioral – Mar 2013	
Dermatologic - May 2013	
Hematologic - Jul 2013	
Infectious Diseases- Sep 2013	

PA Journal Club Questions

Should be no more than 3-5 minutes on each article to allow time for discussion

1. **What is the article about?**
2. **What is already known on this topic?**
3. **What question did this study address?**
4. **Is this an important question? Briefly state why or why not?**
5. **What is the study design?**
6. **Describe the study methods; are there obvious limitations built into the study design?**
7. **Did the authors state a hypothesis clearly?**
8. **Describe briefly the key results; are there any really counterintuitive findings?**
9. **Was the hypothesis proved or disproved?**
10. **What are the strengths of this study?**
11. **What are the weaknesses of this study?**
12. **What does this study add to our knowledge?**
13. **How is this relevant to clinical practice?**



IPAP WAMC JOURNAL CLUB /MENTORSHIP MEETING

0800 hours WED 23 NOVEMBER 2011

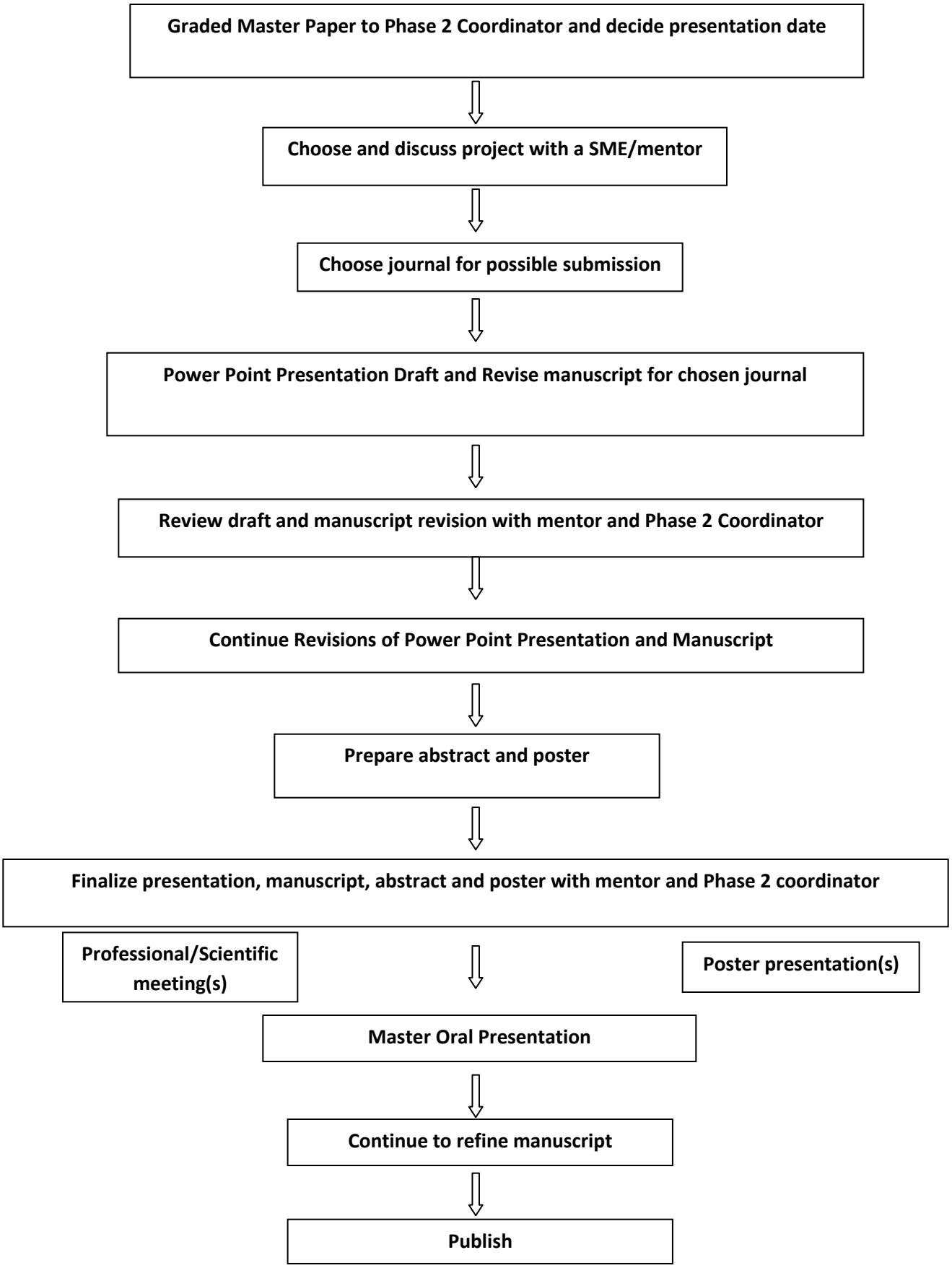
THEME: Pulmonology

1.	**Grambusch, Don** Sleath, B., Guadalupe, X., Ayala, C., Williams, D., et al. (2011). *Provider Demonstration and Assessment of Child Device Technique During Pediatric Asthma Visits*. Journal of the American Academy of Pediatrics , *127;*642.
2.	**Mueller, Chris** King, M., Eisenberg, R., Newman, J., Tolle, J., Harrell, F., et al. (2011). *Constrictive Bronchiolitis in Soldiers Returning from Iraq and Afghanistan*. New England Journal of Medicine, 365; 222-230.
3.	**Latham, Garrett** Singh, T., Rohit, M., Grover, A., Halhotra, S., et al. (2006). *A Randomized, Placebo-Controlled, Double-blind,Crossover Study to Evaluate the Efficacy of Oral Sildenafil Therapy in Severe Pulmonary Artery Hypertension*. American Heart Journal, 151; 851.
4.	**Adams, Jason** Schnabel, D., Grasemann, C., Staab, D., Wollmann, H., et al. (2007) *A Multicenter, Randomized, Double-Blind, Placebo-Controlled Trial to Evaluate the Metabolic and Respiratory Effects of Growth Hormone in Children With Cystic Fibrosis*. American Academy of Pediatrics. 119; 1230-41.
5.	**Witte, Stephen** Karyadi, E., West, E., Schultink, W., Nelwan, R., et al. (2002). *A Double-Blind, Placebo-controlled Study of Vitamin A Supplementation in Persons with Tuberculosis in Indonesia.* American Journal of Clinical Nutrition. 75:720-7

1. Emphasis is on a short presentation (3-5 mins) of only relevant facts to allow time for discussion.
2. **Time**: 0800/ 23NOVEMBER2011
3. **Location**: Womack Army Medical Center Dining Facility (Atrium)
4. **Note:** OC Sandoval's Thesis Presentation will follow the meeting in Weaver Auditorium.
5. **Questions**? Call OC Penebacker at (910) 973-2530

IPAP Phase 2 Master Paper Oral Presentation Flow Diagram

STUDENT: _____ DATE: _____



IPAP Phase 2 Timeline for completion of Oral Presentations

Date	Task List for _____
Pre-arrival	○ CITI training and send graded Master Paper to Phase 2 Coordinator; brainstorm on professional and medical topic presentations
Week 1	○ Phase 2 Coordinator recommends mentor
Week 1	○ Skeleton slides of Master Oral Presentation to Phase 2 coordinator
Week 1	○ Construct a plan of action for all presentations with Phase 2 coordinator (pinpointed dates of all presentations)
Week 1-2	○ Identify subject-matter-expert/mentor for Master Presentation; choose journal for publication
Month 1	○ Preliminary professional and medical topic presentations ○ First Draft of Master presentation due to Phase 2 coordinator and mentor ○ Revise manuscript based on selected journal
Month 2	○ Solidify professional and medical presentations ○ Skeleton slides of professional and medical presentations due to Phase 2 coordinator ○ Second Draft of Master Presentation and journal manuscript due to Phase 2 coordinator and mentor
Month 3-5	○ Present professional and medical presentations ○ Prepare abstract and poster for Master Presentation ○ Schedule Weaver Auditorium or Emerson Conference Room for Master Presentation
Month 6	○ Finalize abstract and poster drafts; show drafts to Phase 2 coordinator prior to ordering final poster ○ Schedule Practice with Phase 2 Coordinator for Master Presentation
Month 6-7	○ Present Graded Master Presentation
Month 8-9	○ Final manuscript due to Phase 2 Coordinator and mentor prior to submitting for publication
Month 9-12	○ Publish
Ongoing	Weekly update of presentation requirements to the Phase 2 coordinator; Monthly journal club
Varies	Complete case presentation/CME article, etc./SAPA and MLH Abstract submissions
Ongoing	Complete critical literature review

***Note, each and every time you submit your work for a scholarly activity, scientific presentation, poster presentation, or journal for publication you must submit to PAO first**