TARGET AUDIENCE (to be indicated for each workshop submission):
• New or early clerkship directors (< 3 years or new to COMSEP)
• Experienced clerkship directors (>3 years)
• General audience

TOPIC AREAS
New Clerkship Directors Workshop (annually) – To include:
• General template for ongoing curriculum
• Toolkit
• Annotated references or actual article
• General calendar of the year

Administration of Clerkship
• Clerkship design and administration
• How to deal with multiple sites
• Accreditation/LCME issues
• Working with your chair/dean
• Budget issues
• Faculty evaluation
• Program evaluation

Assessment of Students
• Evaluation methods/tools
• Descriptions of innovative methods
• Grading
• Remediation
• Problem student/marginal student
• Clinical skills development

Curriculum
• Principles of curriculum design and development
• Specific content areas of interest (i.e. cultural, humanism, etc)
• Dissemination/presentation of curricular innovations

Faculty Development
• Innovative methods
• Residents and students as teachers

Pre/Post Clerkship Education
• First or second year curricula ideas
• Fourth year curricula/sub-Is/electives

Professional development
• Promotion
• Educators’ portfolio
• Career issues
• Leadership skills
• Negotiation and conflict resolution
• Career vitality

Scholarship
• Overview of Scholarship
  o Introduction to Scholarship
  o Scholarship of teaching
  o Scholarship of application
    ▪ Turning ADLs into scholarship
• Research methods
  o Qualitative methodology
  o Quantitative methodology
  o Surveys
  o Systematic Reviews
  o Action research
  o Curriculum Assessment
• Getting started/fundamentals
  o Grant writing and funding opportunities
  o Navigating your IRB
Publishing
  • How to write an abstract
  • How to make a poster
  • How to write a paper
  • Submitting to Meded Portal

Getting promoted on educational scholarship
  • Educational portfolio

Collaborative research opportunities (i.e. using CLIPP)

Student Advising and Mentorship
  • Student advising
  • Recruiting students into pediatrics – “showing off” what we do

Teaching Skills
  • Feedback
  • Teaching clinical skills
  • Critical thinking skills
  • One minute preceptor
  • The difficult learner
  • The difficult teacher
  • How to give a workshop

Technology in Education
  • Social Media
  • Web
    • Video, digital photos
## COMSEP Workshops  
**Totals Summary to date (2005-2015)**

### Roadmap domain  
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*Only one category selected for each workshop*
Assignment of Topics by Abbreviated Workshop Title
2006-15 COMSEP Meetings

Administration of Clerkship

2006
- Using a web-based Tutorial to Train Clerkship Evaluators
- ED-2 Meeting the Standard

2007
- Defining the Role of Coordinator

2008
- Addressing the New LCME Standard for Service-Learning
- Delivering the Clerkship at Multiple Sites
- Integrating Student and Resident Community Experiences
- Tune Up your Clerkship

2009
- Panning for Gold - A Sharing of Best Teaching Practices

2010
- Medical Student Documentation
- Professionalism – Role of Clerkship Coordinator
- Coordinating with CLIPP

2011
- LCME learning Environment (Professionalism) Standard
- Administration of CLIPP

2012
- ABC’s of Medical Student Education: Fundamentals for Pediatric Educators
- CLIPP Not just the Facts Ma’am
- Clerkship Administrators Using Thematic Analysis for Quality Improvement
- Facilitating an Effective and Meaningful Orientation

2013
- ABC’s of Medical Student Education: Fundamentals for Pediatric Educators
- Boot Scootin Boogie Collaboration

2014
- ABC’s of Medical Student Education: Fundamentals for Pediatric Educators
- Clerkship Administrator Certification
- Come to Camp! COMSEP Administrators’ Mentor Program
- Enhancing the Clerkship Orientation Experience

2015
- ABC’s of Medical Student Education: Fundamentals for Pediatric Educators
- Clerkship Administrators – Charting a Course; Expanding the Realm: Understanding Your Role Through Leadership
- Preparing for Accreditation: What a Clerkship Director Needs to Know
- Year At A Glance: Clerkship Administrators Role in the Third Year

2016
- Get Ready To Ounce On Opportunities and Handle Challenges: Setting Your Educational Team Up for Success
- Medical Students 101 – It Takes a Village: A Director-Administrator Collaborative Workshop to Help Maximize Support For Your Students
- A Successful Clerkship: Take One For The Team
- It Takes A Village: How To Successfully Incorporate Community Pediatricians Into the Pediatric Clerkship

2017
- LCME Informational Workshop for Clerkship Administrators

2018
- Enhance Your Clerkship with Pedialink
- LCME Informational Workshop for Clerkship Administrators

Assessment of Students

2006
- Script Concordance Test

2007
- How to Succeed at Failing
- Reflective Practice

2008
- What is Professionalism?
- Self-Assessment
- Self-Assessment with CLIPP

2009
- How to Work Effectively with the Learner in Difficulty
- How to Make Brief Structured Observation work for You
- Self-Assessment
- A Practical Approach to Assessing and Teaching

2010
- Guide to Assessment of Professionalism
- Remediating Professionalism
Creating Effective Plans for Struggling Students – Deliberate Practice

Effective Evaluation Systems – Coordinators as the Solution

Assessment of Medical Student Professionalism

Fostering Professionalism – Context and Dialogue

2011

Problem Learner: SOAP

Evaluation 101: Significant Learning Experiences

2012

Instilling Forms in your Forms: Improving the Quality of the Clerkship Evaluation Forms you Complete and Receive

Medical Student Peer Assessment: Should I be using this in my Clerkship?

To Share or Not to Share? The Role of Forward Feeding in Evaluation of Students

2013

Mapping Professionalism Milestones

A Workshop on How to Help Learners Self-Assess and Self-Direct

Emotional Intelligence Assessment and Development in Students and Residents

Standardized Narratives as an Alternative to Rating Scales

Meaningful Learner Assessment Methods

Creating an OSCE

Performance Based

Competency Based (Xs 2)

Using Simulation to Assess Procedural Competence

2014

Perfect Practice Makes Perfect: Utilizing Deliberate Practice to Improve Knowledge and Skill Acquisition

D.R.E.A.M.ing About Validity in Educational Assessment

Using Learning Curves for Formative Assessment of Deliberate Practice

Working with the Problem Learner: A Professional Collaboration

Developing Pediatric Entrustable Professional Activities (EPAs) for Graduating Medical Students

Need to Directly Observe Your Trainees? Train the Trainers Worship Gives You the Tools

2015

Developing and Evaluating Medical Student Notes in the Era of the HER

What’s In A Question? Changing the Way We Assess Knowledge, Understanding And Clinical Reasoning on the Fly

Addressing Professionalism Concerns Within The Clerkship: A “Toolbox” Of Remediation Plans

2016

Teach and Assess Clinical Reasoning Using Practical, Validated Written and Oral Case Presentation Rubrics: P-Hapee and PBEAR

2017
What Do You Think? Designing Effective Surveys in Medical Education
Direct Observation and Clinical Assessment: A Critical Step in Moving Towards Competency
Did Learning Occur? Incorporating Assessment into Small Group Learning Sessions

2018
Implementing the Core EPAs in the Pediatric Clerkship: Challenges, Opportunities, and Lessons Learned
Clinical Reasoning Assessment: A Workshop for Developing Script Concordance Assessment Items

Curriculum
2006
- Intro to CLIPP
- Teaching Humanism
- Promoting Professionalism
- What should I be doing now? – Helping Students Discover the Answer
- Enhancing Pediatric Education with Parent Partners
- EBM

2007
- Building a Communication Skills Curriculum
- Team-Based Learning
- EBM

2008
- Cultural Competency Skill Development (pre-conference)
- Communication Skills Curriculum
- Healthcare for the Disabled
- Case-Based Materials for Training in Cross-Cultural Communication

2009
- CLIPP
- Integrating Service Learning Experiences
- Integrating Reflective Practice into the Clerkship
- How to Develop a Successful Curriculum using Professionalism as an Example
- Case Based Approach to Teaching and Evaluating EBM
- Improving Competence in Managing Cultural Linguistic Barriers
- Competence: A Developmental Task
- Rekindling Humanism in Medical Education

2010
- ILP Program for Students
- Strategies and Tools to Teach Medical Home
Medical; Education in Age of EHR
Practical Strategies for Promoting Professionalism

Interprofessional Education
Curriculum in Culturally Effective Care

TBL 101: An Introduction to Team Based Learning
Preparing Today’s Medical Students to be the Interns of Tomorrow: Beginning to Teach Handoffs in the Clerkship

Curricular Tools for Teaching Effective Use of Electronic Communication
Making Interprofessional Simulation Work- Team Training
Quality Improvement
Reflective Practice
Global Health
Individualized Medical Education

Developing Advocacy Curricula for Social Determinants of Health in Pediatrics

Critical Reflection In Teaching and Evaluation
Incorporating IPE Activities Into Your Medical School Curriculum
Faculty Who Inspire: Promoting Humanism In Pediatrics
I Spent How Much On That Medical Workup? Teaching Cost Effective, Evidence-Enhanced Diagnosis
Lifelong Learning Beings Now: Strategies For Developing ILPs in the Medical School Curriculum
I-PASS Handoff Process Part 2: Focus on Medical Student Implementation
Planting Seeds of Wellness and Resilience into the Pediatric Clerkship Curriculum
Finding Opportunities For Teaching and Employing Reflective Practice in Your Clerkship

Strategic Planning for the M4 Year: Creating a Competent Student Prepared for Pediatric Residency
Promoting Clinical Reasoning: A Developmental Approach
Incorporating The Fundamentals of Health Care Value Into Daily Practice
New Frontiers in Medical Education: Planting Seeds of Resilience and Wellness Into the Pediatrics Clerkship Curriculum
What’s a LIC and How Do We Click?
Valuing Perspectives: Practical Strategies For Incorporating And Sustaining Humanism In Educational Programs

Teaching Beyond Facts: Educating Pediatricians For the Modern Healthcare System
Developing A Unique LIC – The Women’s and Children's Clerkship
• Make Your Case and Use It Too: Developing and Implementing the COMSEP Clinical Cases
• The P-LHET: A Novel Approach to Designing Educational Sessions
• In Science We Trust – Integration of Clinical and Basic Sciences as a Road to Entrustment

2018
• Every Mountain Climb Needs a Sherpa: Engaging Patient and Family Advisors in Medical Education
• The Joy to Using Reflections In Health Science Education
• Transform and Roll Out! Strategies for Schools Undergoing Curriculum Redesign

Faculty Development
2006
• Residents Observing Students
2007
• Residents as Teachers
2008
• Faculty Development at Distant Sites
2009
• Faculty Development across the Educational Continuum
2010
• Designing a Standard Setting Workshop
2011 – None
2012
• Bite Sized Morsels: Effective, Efficient Faculty Development
• Facilitating Clinical Reasoning – A Workshop and Faculty Development Tool
2013
• Faculty Development: Time For New Tricks for the Old Dog
• Making Learning Fun For All: Working With Learners
• Teaching Different Levels of Learners in Busy Clinical Settings
• Structuring Case-Based Learning Sessions to a Continuum of Learners
• Team Based Learning
• Assessment and Affiliates
• Milestone Rater Training and giving Feedback using SCOS
2014
• Stop Lecturing Me! Teaching Faculty Development in Active Learning Strategies
2015
Going Beyond “Good Job” and “Performance As Expected”: Train Faculty to Give Effective, and Meaningful Feedback
Facilitating Critical Incident Debriefing for Students: Skills Development for Faculty

2016
Using Objective Structured Clinical and Teaching Exercised (OSCES and OSTES) To Improve Faculty Teaching Skills

2017
And 5-6-7-8: Using Dance As a Way to Creatively Teach Feedback Skills
Game On: Scoring Points with Your Learners By Leveling Up Your Teaching Toolbox
Teach and Assess Clinical Reasoning Using Practical Written and Oral Case Presentations Rubrics: P-HAPEE & PBEAR

2018
Bridging the Generation Gap in Healthcare Education: Understanding the Millennial Learner

Miscellaneous
2006 – None
2007
Generational Issues
2008 – None
2009
Generational Differences and Beyond: Are we there yet?
2010 – None
2011 – None
2012
Using Reflective Writing in Medical Education
Temperament: Improving Relationships with Medical Educators and Students
Teaching the Art of Observation: Learning to Look
Death and Dying – How Well are our Students Prepared to Cope?
Staying Whole in Medicine
2013
Quality Improvement Across the Learner Continuum
Recognizing, Fostering and Practicing Humanism Among Faculty and Trainees
Preparing for an LCME Site Visit
2015
Coming Back Stronger, Finding Opportunities in Change (Pre- Conf, Host)
2016 None
2017
Resilience: The 7th Competency. Build and Maintain Resilience in Ourselves and in our Learners
2018
  o Storytelling in Medical Education
  o Click Bait: Medical Student Documentation in the Electronic Health Record
  o Telling the Story of Mistreatment: Changing the Culture of the Learning Environment
  o Storytelling for Healthcare Professionals and Educators
  o Creating the Dean’s Narrative: The “Write” Way

Pre/Post Clerkship Education
  2006 – None
  2007
    o Transition to Clerkship Course
  2008
    o Pre-Clerkship Education in Pediatrics
  2009
    o Designing a Pediatric Medical Student Scholars Program
    o Building a 4th Year Curriculum for Transition to Internship
  2010 – None
  2011 – None
  2013
    o Y4 Bootcamp
  2014
    o Using Key Features to Examine Students’ Readiness for Internship
  2015 – None
  2016
    o We’ve Identified the Problem! Developing a Pre-Clinical Pediatric Curriculum
  2017
    o Planting the See Early: Cultivating Pre-Clinical Activities at your Institution
  2018
    o Scheduling Fourth Year Medical Students Using a Community Spirit
    o Will They Be Ready: Designing Effective and Engaging Pediatric Residency Prep Courses for Fourth Years

Professional Development
  2006
    o See One, Do One, Lead One: Developing Educational Leadership
    o The Clerkship Director at Mid-Career
  2007
- Negotiating Conflicting Demands
- Negotiation Skills

2008
- Better Communication
- Educational Portfolios
- Conflict Resolution
- Leadership

2009
- Leading the Way: Developing Ideas and Tools for Successful Leadership
- Deliberate Practice in Medical Education

2010
- Leadership in Medical Education
- Planning Your Career
- Understanding Ethical Dilemmas

2011
- Strategic Plan
- Academic Entrepreneurship

2012
- Today a Clerkship Director, Tomorrow? – Mindful Path to Academic Advancement
- Mindfulness Matters: Using your Educators Portfolio to Advance in the Academic Promotion Process

2013
- Mentoring: Mentee’s Role in Sustaining the Relationship

2014
- Setting Up Your Educational Team for Success: Developing Strategic Readiness
- Setting Yourself Up for Success: Strategic Leadership Development
- From Pediatrics Department to Dean’s Office: Developing Leaders in Medical Education

2015
- Physician Heal Thyself: Learning Self-Care and Promoting It in Others
- Habits of Highly Successful Academicians: Making Your Grandmother (and your Department Chair) Proud
- Navigating Your Academic Career Path: “Look Before You Lead!”

2016
- Key Habits of Successful Medical Educators

2017
- Promote Yourself: Demonstrating Teaching Excellence with an Educator’s Portfolio
- How to Get the Most Out of Your Mentoring Relationship
- Zero to Hero: Developing and Marketing Your Role as a Clerkship Coordinator
- Let's Make a Deal: The Art of Negotiation in Academic Medicine
- Ascending to the Mountain Peak: Preparing Yourself and Supporting Others in Promotions
- Leadership in Medical Education Begins with Negotiation

2018
- PEDS LEADS
- From the Brink of Burnout to Resiliency: Transforming Your Experience as a Pediatric Medical Educator in Adversity
- Clerkship Administrators: Telling Your Story to Expand Your Professional Opportunities. Recognizing the Steps needed…

Scholarship
2006
- Opportunities for Collaborative Research Using CLIPP
- Designing Effective Surveys
2007
- The Scholarship of Teaching
2008
- Successful Grant Writing (pre-conference)
- The Scholarship of Application: When Service is Scholarship
- Qualitative Data Analysis
2009
- Turning ADLs into Scholarship
- Disseminating your Work: Creating High Quality Submissions for MedEdPORTAL
- Introduction to Educational Scholarship: From Ideas to Scholarship
2010
- Writing Abstracts
- Survey Design
2011
- Disseminating Scholarship
- Scholarship: Vision for Future
- Validating Assessment Tools
2012
- Grant Writing: the Big Picture, the Details, the COMSEP Small Grant Program and Beyond
- Just What do I Want to Study? Writing Qualitative Research Questions and Planning Initial Research Design
- Analyze how? Understanding what Statistics to choose for your Medical Education Research
2013
- Practical Approaches to Engaging Trainees in Research
Designing Surveys to Effectively Measure Outcomes in Educational Programs
Idea to Analysis to Dissemination
Clinical Reasoning Assessment Tool Validation

2014
Achieving Excellence: Reviewing, Writing and Editing Abstracts
Write It Up! Tips for Getting Published in Medical Education

2015
Practical Skills to Design and Conduct a Rigorous Qualitative Study in Medical Education
Poster Presentations 101
MedEdPortal 1.0: A Workshop For Disseminating Educational Scholarship
Finding Opportunities in Qualitative Research: Framing Your Medical Education Research Question

2016
Collecting Validity Evidence: A Hands On Workshop For Your Instrument Of Choice
Innovation to Dissemination: Selecting Outcome Measures to Translate Educational Innovations Into Scholarship

2017
Poster to Publication
Medical Education Scholarship 101
Collaborative Research: Why, What, How?

2018
Likert or Like It: An Introduction to Effective Survey Design
Educational Quality Improvement: Moving Beyond Great Ideas to Thoughtful Action
Innovation to Publication in Five Simple Steps
Moving Beyond Satisfaction: Developing Meaningful Outcomes

Student Advising and Mentorship

2006
Navigating the Match

2007 – None

2008
How to Write LOR

2009
The Match Game: Insights on Effective Advising
Navigating a Successful Mentoring Relationship

2010 – None
2011 – None
2013
  o How To Compose and Review Letters of Recommendation
  o Promoting Online Social Media Professionalism

2014
  o The Match Game: Advising Students to Reach Their Peak
  o Pedsmonster.com: Successful Strategies for Guiding Students through the Pediatric Residency Application

2015 – None

2016
  o What Does That Mean? Writing Letters of Recommendation For Residency Applicants

2017
  o Match Frenzy
  o How to Identify and Assist Clerkship Students Who Are Experiencing Stress and/or Grief
  o Motivational AdvisingL Utilizing the Theory of Motivational Interviewing to Engage Learners

2018
  o Are You Ready For Your Role as a Career Advisor

Teaching Skills

2006
  o Workshop on Workshops
  o Beyond Feedback: Coaching Elite Learners
  o Feedback

2007
  o Feedback
  o Learning Styles

2008
  o One Minute Preceptor
  o Feedback

2009
  o Beyond PowerPoint: Designing an Effective Talk
  o Small Group Teaching

2010
  o Extreme Makeover – Lecture Edition
  o Teaching Learners How to Think, Feel and Reflect
  o Learning Styles in Action
  o Teaching and Learning Clinical Reasoning
  o Mastering Workshops and Retreats
2011
- Debriefing Simulation Exercises
- Deliberate Practice and Master Coaching
- Teaching and Assessing Oral Presentation Skills
- Thinking about Thinking: Promote Clinical Reasoning

2012
- Reflecting on Reflections: Using Feedback to Stimulate Reflective Capacity
- Giving a Feedback Sandwich with a Slice of the Competencies
- Do as I Do: Being Mindful of Role Modeling in Medical Education
- Remediating the Difficult Learner
- How to be a Super Model: Utilizing Role Modeling to Become an Exemplary Educator
- Teaching Learners the Secrets of Expert Thinking: How to Sharpen Intuition and Refine Metacognition
- Mindful Toggling: Intuition, Analytical Reasoning, Educational Strategies, Tapping Minds full Clinical Reasoning Potential
- Stop Lecturing Me – How to Use Interactive Teaching Techniques

2013
- Using Oral Case Presentations to teach and Assess Clinical Reasoning Skills
- The Difficult Learner: Prevention, Diagnosis, and Treatment Options
- Using Milestones to Direct Individualized learning
- Stop Lecturing Me: interactive Teaching
- Standardized Learner (OSTE)
- I-Pass Handoffs
- Communication Skills (Role Play and Simulation)

2014
- Filling Your Toolbox: Skills for Excellent Workshops and Retreats
- Stop Lecturing Me: How to Use Interactive Teaching Techniques
- Questioning as an Effective Teaching Tool?
- Learning Styles in Action: Connecting with All of Your Students
- Just Use the “F” Word: How to Give Effective Feedback
- Simulation: How to Fit Your Changing Needs
- S.O.A.P.: A Familiar Format to Clean Up Feedback
- Doing a Flip to Make the Learning Stick
- Putting the SPARCs Back into Your Teaching

2015
- Simulation 101: Where Do I Start?
- Stop Lecturing To Me – How To Use Interactive Teaching Techniques
- Something For Everyone: Engaging Multiple Levels of Learners in the Clinical Setting
From Twerking to Working: An Approach to this Generation of Learners, the So-Called Millennials
Don’t Judge a Book By Its Cover- Engaging the Quiet Learner
We’re Engaged! How to Create an Interactive Learning Environment That Will Last a Lifetime

2016
Lights, Camera, Action! Directing A Blockbuster Workshop
Conducting Workshops For and By Clerkship Administrators: Ingredients for Success
Effective Speaking 101: How to Avoid the “Deadly Power-Point”
Going Beyond Good Job and Performed as Expected: How to Give Meaningful Competency Based Feedback and Evaluation to Learners
Teaching EBM in the Pediatric Clerkship: An Active Learning Model
Ready for Launch: Taking Flipped Classroom From Buzzword to Blastoff
Parents Are the Best Teachers: Teaching Family Centered Care Together With Family Faculty Members
Practicing Medicine In the Gray: The Debate-Style Format As a Novel Approach to Teaching Evidence Based Practice In Controversial Areas of Medicine
“Come On Down”: How to Develop, Implement, and Tailor An Exciting Game Show Program For Your Learners

2017
Don’t Leave the Medical Students Out of Patient and Family Centered Rounds!

2018
Lights, Camera, Action! Directing a Blockbuster Workshop
Integrating Emotional Intelligence in the Clerkship
Crossing Boundaries: Flipping the Classroom in the Clerkship Year
Reflective Writing in Clerkships: Viewing Patients through a Basic Science Lens Using the Kolb Learning Cycle
“Let’s Get Physical!” Effective and Efficient Methods for Teaching Physical Examination at Bedside
Students, Residents, and Fellows? Oh My! How to Engage Multi-Level Learner Groups
See One, Do One, Lead One. Teaching Leadership Skills to Medical Students

Technology in Education
2006
The Electronic Based Curriculum
Simulator-Based Team Training
Using Video to Simulate Real-Life Encounters
2007 – None
2008 – None
2009
Practical Use of Simulation to Address the COMSEP Curriculum
Innovative Strategies to Energize Learners
- Audience Response System Use
- Designing Pediatric Simulation Scenarios
- Transforming your Web-Based Curriculum Manager
- Electronic Professionalism

2010
- Professionalism and On-line Social Networking
- Social Networking Websites and Medical Education

2011
- Simulation – Future of Medical Education
- Keeping Up With Technology
- Tools of Trade: Environmental Stewardship

2012
- Intellectual Property in the Digital Age
- The use of Simulation Based Training to Diagnose Learner Needs and Target Instruction

2013
- Facilitating Medical Education Using Wikis
- Interactive Teaching In Medical Education (Use of Social Media and Mobile Devices)
- Technology in Teaching: Tools to engage The Millennial Learner
- The Tablet Computer Across the Pediatric Continuum
- Moodle: Discover Open Source Course Management Software for Medical Education

2014
- Bringing Live Lectures to the Living Room!
- Caring for the Real Patient: Improving Patient-Centered Use of Technology (IPACT)

2015
- Utilizing Tablets And Technology To Enhance Medical Education In An Ever-Changing Digital Environment
- And Action! Making Video a Part of Your Educational Repertoire

2016
- Towards an IPAD-Based Curriculum for Pediatric Student Education: Apps and Beyond
- You Can Teach That – CLIPP Can Help
- Designing Simulation Exercises For Sub-Interns
- Choose Your Own Adventure: Give Your Students Less And They Will Do More With Virtual Patients

2017
- Simulation During the Pediatric Clerkship Without A Budget? We Got You Covered!

2018
- Talking the Talk: Using Podcase to Deliver Educational Curricula
- Scripting Success: Using a Point of Care APP at the Bedside to Enhance Students Clinical Reasoning Skills