



Michigan College of Emergency Physicians

Leadership Development Program

2017

This program, developed by the Michigan College of Emergency Physicians, will combine elements of mentoring, organizational education, skills training and guided experiences to selected participants.

Between 6-12 participants will be selected for the 2017 program year. This is a competitive process and the Leadership Development Task Force will carefully review each application that is received by the December 31, 2016 deadline.

Enclosed is a program overview, along with a nomination form to be completed by the nominee. We are looking for individuals who have demonstrated a commitment to emergency medicine and who wish to explore their leadership potential.



**Michigan College of Emergency Physicians
2017 Leadership Development Program**

OVERVIEW

The purpose of the Leadership Development Program is to provide both orientation and skill development to future leaders of the MCEP.

PROGRAM GOALS

- a) Identify individuals with the potential to become leaders in emergency medicine
- b) Provide orientation and skill development to allow potential leaders to promote emergency medicine both locally and nationally
- c) Facilitate the promotion of program graduates into leadership positions both locally and nationally

GUIDELINES FOR PARTICIPATION

- a) Nominee must be a current member in good standing of MCEP
- b) Nominee must have a minimum of three years membership in ACEP or EMRA
- c) Nominee must agree to participate in all elements of the Leadership Development Program as noted in the program outline (i.e., attend all designated meetings, etc.)
- d) Cost for participation will be shared by MCEP and the individual participant (see "Cost Sharing" information below)

PARTICIPANT SELECTION

- a) The Leadership Development Task Force will review all nominations and select participants based on completed nomination forms postmarked by December 31, 2016 (incomplete forms or forms postmarked after December 31, 2016 will not be eligible for review)
- b) Selected participants will be notified by the Task Force immediately following their decision
- c) Nominees not selected for the 2017 class may be renominated in future years

PROGRAM OUTLINE (Dates and Speakers Tentative)

The 2017 Leadership Development Program participants will attend the following sessions:

Session One: March 1, 2017
 MCEP Committee & Board Meetings
 MCEP Headquarters, Lansing, MI

Welcome	Larisa Traill, MD, FACEP, MCEP President Diane Kay Bollman, CEO
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Orientation/Introductions	Robert T. Malinowski, MD, FACEP
Tour of MCEP Headquarters	Chair, MCEP Leadership Development Program
History of MCEP	

Leadership Principle: **Get Yourself Organized**

What does "Leadership" mean?

Robert T. Malinowski, MD, FACEP

Accepting leadership responsibility

Readying spouse and practice for your leadership roles

Leadership Principle: **Get Your Team Together: Team Building**

A briefing on several key health care organizations

American College of Emergency Physicians

TBD, MCEP Staff

Michigan Health & Hospital Association

TBD, MHA Staff

Michigan State Medical Society

TBD, MSMS Staff

Participate in MCEP Board of Directors Meeting

Session Two: March 12-15, 2017
ACEP Leadership & Advocacy Conference
Washington, DC

Leadership Principle: **Get Your Message Across - Advocacy in Washington**

Participation in ACEP programming, including media training

Leadership role in meeting with MCEP House and Senate delegation, including leading discussion and follow-up

Session Three: April TBD, 2017
Legislative Day at the Capitol
Lansing, Michigan

Leadership Principle: **Get Politically Active**

9:30 am Tour of State Capitol and participation in legislative hearings

12 noon Lunch with briefing on legislative process Bret Marr
Muchmore, Harrington, Smalley & Associates
MCEP Lobbyist

2 pm Meet with Select Key Legislators & Committee Chairs

4 pm Adjourn

Session Four: July 30-August 2, 2017
MCEP Scientific Assembly
Grand Hotel, Mackinac Island, MI

Leadership Principle: **Get Your Act Together – Professionalism**

Participation in MCEP Scientific Assembly lectures and exhibits

Attend MCEP Annual Meeting and Board Meeting

Introduction and recognition during President's Banquet

Session Five: September 6, 2017
ABEM Site Visit
East Lansing, MI

Leadership Principle: **Get Boarded – Professionalism Continued**

Brief Introduction

Earl Reisdorff, DO, FACEP
Executive Director

History of ABEM

Site Tour

Following the ABEM site visit you will meet back at the MCEP Headquarters for a Committee Meeting from 11:00-12:00 noon. Lunch will take place at noon as usual with the Board meeting following at 12:30 pm

Session Six: October 28-29, 2017
ACEP Council Meeting
Washington, DC

Leadership Principle: **Get the Job Done – Effective Alliances**

Attend MCEP Councillor Meeting (October 10, 2017 - Lansing)

Attend ACEP New Councillor Orientation (Washington, DC)

Participate as an Alternate Councillor at the ACEP Council Meeting

Participate in discussions with chapter leaders on Council resolutions/ACEP elections

Elective participation in ACEP national committee meetings

Session Six: November TBD, 2017
MCEP Straight Talk Conference
Howell, Michigan

Leadership Principle: **Get Paid -Reimbursement Concepts**

Participate in the MCEP Straight Talk Conference which reviews the unique aspects of coding, documentation, and financial performance

Session Seven: December 6, 2017
MCEP Committee & Board Meetings
MCEP Headquarters, Lansing, MI

Closing/Evaluation of the Program

Participate in an informal and candid discussion of the program, including methods to improve the program

Formal recognition of Leadership Development Program participants

Calendar of Events Requiring Attendance: *(These include dates listed above)*

03/01/17	MCEP Committee & BOD Meetings
03/12/17 – 03/15/17	ACEP Leadership & Advocacy Conference
04/TBD/17	Legislative Day at the Capitol
05/03/17	MCEP Committee & BOD Meetings
07/30/17 – 08/02/17	MCEP Scientific Assembly
09/06/17	ABEM Site Visit, MCEP Committee & BOD Meetings
10/10/17	MCEP Councillor & BOD Meetings
10/28/17 – 10/29/17	ACEP Council Meeting
10/30/17 – 11/02/17	ACEP Scientific Assembly (optional)
11/TBD/17	MCEP Straight Talk Conference
12/06/17	MCEP Committee & BOD Meetings

COST SHARING

Attendee is responsible for....

Travel to/from all meetings, including Washington, DC; hotel and fee associated with attendance at the ACEP Leadership & Advocacy Conference (March, 2017) and ACEP Scientific Assembly (October, 2017).

MCEP is responsible for....

Registration fees for MCEP Scientific Assembly, MCEP Straight Talk Conference, Legislative Day at the Capitol; speakers and program materials; social events (i.e., reception and selected dinners).

**Michigan College of Emergency Physicians
LEADERSHIP DEVELOPMENT PROGRAM
NOMINATION FORM**

Instructions: Please print legibly or type the information requested. Attach additional sheet(s) of paper if necessary to supplement your answers. Please do not write "see attached C.V."

Nominee Profile

Name of Nominee: _____

Mailing Address: _____

Phone: _____ Fax: _____

Email: _____

Hospital/Physician Group Affiliation: _____

Description of Practice:

Number of years as a member of ACEP/EMRA _____

Please list the state or national activities in which you have participated (leadership positions, committee or task force involvement, etc.):

Please list any past or present leadership positions in organized medicine:

Please list your membership in other medical associations:

Please describe your interest in the Leadership Development Program, including why you should be selected by the Task Force to participate:

Please describe how your participation in the Leadership Development Program might benefit your state, physician group, and/or hospital:

If selected, I agree to participate in **all** designated elements of the Leadership Development Program. I understand that **any** absence from a required meeting may result in dismissal from the program.

Signature of Nominee _____ **Date** _____

Please include your CV and any supplementary material you would like the Task Force to review concerning this nomination.

Please return completed nomination form by December 31, 2016, to:

**Diane Kay Bollman
Chief Executive Officer
Michigan College of Emergency Physicians
6647 West St. Joseph Highway
Lansing, Michigan 48917**