Michigan College of Emergency Physicians

Leadership Development Program

2020

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 2020 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, 2019 deadline.

Enclosed is a program overview and 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.
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, 2019 (incomplete forms or forms postmarked after December 31, 2019 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 2020 class may be re-nominated in future years

PROGRAM OUTLINE (Dates and Speakers Tentative)

The 2020 Leadership Development Program participants will attend the following sessions:

Session One: March 4, 2020

MCEP Committee & Board Meetings
MCEP Headquarters, Lansing, MI

Welcome Warren Lanphear, MD, FACEP, MCEP President
Belinda Chandler, CAE, MCEP Executive Director

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

Michigan Health & Hospital Association TBD, MHA Staff
Michigan State Medical Society TBD, MSMS Staff

Participate in MCEP Board of Directors Meeting

Session Two: April 23, 2020
Legislative Day at the Capitol
Lansing, MI

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 Three: April 26-29, 2020
ACEP Leadership & Advocacy Conference
Washington, DC

Leadership Principle: Get Your Message Across - Advocacy in Washington

Participation in ACEP programming

Leadership role in meeting with MCEP House and Senate delegation, including leading discussion and follow-up
Session Four: July 26-29, 2020
**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 2, 2020
**ABEM Site Visit**
East Lansing, MI

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

Brief Introduction
Earl Reisdorff, MD, FACEP
Executive Director
History of ABEM
Site Tour
Following the ABEM Site Visit you will proceed to MCEP Headquarters for a Committee Meeting, Lunch and Board of Directors Meeting.

Session Six: October 24-25, 2020
**ACEP Council Meeting**
Dallas, TX

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

Attend MCEP Councillor Meeting  (October 6, 2020 - Lansing)
Attend ACEP New Councillor Orientation  (Dallas)
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 Seven: November 16, 2020
**MCEP Straight Talk Conference**
Troy, MI

**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 Eight: December 2, 2020
**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)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/04/20</td>
<td>MCEP Committee &amp; BOD Meetings</td>
</tr>
<tr>
<td>04/23/20</td>
<td>Legislative Day at the Capitol</td>
</tr>
<tr>
<td>04/26/20 – 04/29/20</td>
<td>ACEP Leadership &amp; Advocacy Conference</td>
</tr>
<tr>
<td>05/06/20</td>
<td>MCEP Committee &amp; BOD Meetings</td>
</tr>
<tr>
<td>07/26/20 – 07/29/20</td>
<td>MCEP Scientific Assembly</td>
</tr>
<tr>
<td>09/02/20</td>
<td>ABEM Site Visit, MCEP Committee &amp; BOD Meetings</td>
</tr>
<tr>
<td>10/6/20</td>
<td>MCEP Councillor Meeting</td>
</tr>
<tr>
<td>10/24/20 – 10/25/20</td>
<td>ACEP Council Meeting</td>
</tr>
<tr>
<td>10/26/20 – 10/29/20</td>
<td>ACEP Scientific Assembly (optional)</td>
</tr>
<tr>
<td>11/16/20</td>
<td>MCEP Straight Talk Conference</td>
</tr>
<tr>
<td>12/02/20</td>
<td>MCEP Committee &amp; BOD Meetings</td>
</tr>
</tbody>
</table>

**COST SHARING**

**Attendee is responsible for....**

Travel to/from all meetings, including Washington, DC and Dallas, TX; hotel and fee associated with attendance at the ACEP Leadership & Advocacy Conference (April, 2020) and ACEP Council Meeting/Scientific Assembly (October, 2020).

**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, 2019, to:

Belinda Chandler, CAE  
Executive Director  
Michigan College of Emergency Physicians  
6647 West St. Joseph Highway  
Lansing, Michigan 48917