


CAMEO

(Canadian Administrators in Medical Education Operations)


Everything you wanted to know but were afraid to ask



Upon completion of this session, participants will be able to:

- ▶ Have an understanding of the professional organization for Canadian administrators working in Medical Education
 - ▶ Having an understanding of the membership process and discover the many benefits of belonging to the national organization for administrators working in medical education
 - ▶ Understand the process and benefits of certification for Canadian Medical Education Administrators
 - ▶ Having and understanding of the purpose and benefits of the CanMEDS–ATA and how they apply to daily responsibilities
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Rationale of National Designation

- ▶ New Standards (CanMEDS)
 - ▶ Landscape of medical education dramatically changing
 - ▶ New generation of resident/fellow trainees
 - ▶ Complex technologies
 - ▶ Scarcity of resources
 - ▶ Stringent accreditation requirements
 - ▶ Increased accountability
 - ▶ Shifting paradigms
 - ▶ Synergy between Undergrad and Postgrad
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What is National Designation?

- ▶ Definition of “designate”
- ▶ To mark out and make known; to point out; to name; to indicate; to specify; to call by a distinctive title; to name; to indicate or set apart; to give something a special status
 - A name, description or title– typically one that is officially bestowed– for example: A group of tribes banded together under the designation of “Sheepeaters”
 - A group of PA’s banding together under the designation of “CAMEO”
 - A means of recognizing the professionalism and expertise of Undergraduate and Postgraduate medical education administrators who support Programs across Canada
 - Consists of a “National” body of peers


Why National Designation?

- ▶ Supports program administrators in their ever-changing roles
 - ▶ Creates standards committee to excellence of practice
 - ▶ Establishes a national body governed by peers
 - ▶ Raises awareness of the role in medical education administration
 - ▶ Establishes networking and sharing
 - ▶ Recognizes the level of knowledge and skills needed
 - ▶ Motivates life-long learning and professional development
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The Vision

- ▶ To establish standards for the profession
 - ▶ To elevate the profession of medical education administrators as a group in Canada
 - ▶ To acknowledge the expertise needed to manage clerkship and residency training programs
 - ▶ To recognize administrators who have achieved competence in fields related to the profession
 - ▶ To ensure that the value of a professional PA is recognized across Canada
 - ▶ To ensure that members have the confidence and resources to work independently, intra-professionally and inter-personally as an integral part of the health care team
 - ▶ To motivate life-long learning
 - ▶ To utilize a growing body of professional knowledge
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Other Models

- ▶ CMS– Ontario Medical Association– certified medical secretary section
 - ▶ CHRP– Certified Human Resources Professional
 - ▶ IAAP– International Association of Administrative Professionals
 - ▶ AIM– Administrators in Internal Medicine
 - ▶ AAA– Association of Administrative Assistant
 - ▶ CSCS– Canadian Association of Corporate Secretaries
 - ▶ ISCA– Institute of Chartered Secretaries and Administrators (International Canadian Chapters)
 - ▶ TAGME– Training Administrators in Graduate Medical Education (American)
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American – TAGME

- ▶ In the USA, there is a national board for certification– Training Administrators of Graduate Medical Education (established 2003)
- ▶ Certified administrators are identified by the letters TAGME after their name
- ▶ Certification Fee – \$250 initial (\$150/5 years)
- ▶ Certification process requires proof of:
 - Criteria to follow for application (CV, PD Support)
 - Specialized knowledge base (work effort tool)
 - Expertise (5 hour examination)
- ▶ Their scope– all PGME Administrators in the USA
- ▶ Specialty specific

CAMEO– What is it?

- ▶ CAMEO is a professional association of program administrators engaged in the support of medical education programs in Canada
 - ▶ Having standards of practice grounded in the CanMEDS–ATA competencies
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CAMEO's purpose

- ▶ To convey the need for a specific knowledge, professionalism and skills set in medical education administration
 - ▶ To recognize those who have achieved competence in this field
 - ▶ To promote and facilitate ongoing education on a pathway towards certification of competence
 - ▶ To facilitate the provision of high quality, effective medical education programs
 - ▶ To provide a mechanism for sharing, research and collaboration
 - ▶ To promote ethical practice
 - ▶ To establish professional standards
 - ▶ To give the profession a voice and a presence
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CAMEO Information

- ▶ CAMEO Website – <http://www.mycameo.ca/>
- ▶ Email address – admin@mycameo.ca

CAMEO Board of Directors


- ▶ The Board of Directors will ensure that CAMEO meets all Corporation Canada's requirements
 - ▶ As CAMEO grows the Board will take on expanded roles as a governing body
 - ▶ Their responsibilities include:
 - Mission and Vision statements
 - Evaluating CAMEO 's operations
 - Strategic Planning
 - Financial Reports
 - Bi-Laws
 - Advocating for CAMEO
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CanMEDS & Us

- ▶ Royal College developed model in 1990
 - ▶ Identifies 7 key roles adapted around health professionals
 - ▶ Sets Canada apart from other International Organizations
 - ▶ Ongoing and future changes as Competency Based Medical Education and Competency By Design is incorporated into more and more Royal College programs in years ahead
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CanMEDS-ATA

CanMeds Applied to Administration

- ▶ In 2005 the Royal College had the first admin track meeting
 - ▶ Realization that PAs require similar competencies in effective support of medical Education
 - ▶ CAMEO provides a mechanism for acquiring these competencies
 - ▶ Provides PAs with professional standards to set benchmarks and measure professional growth through Certification with CAMEO
 - ▶ <http://www.mycameo.ca/membership-2/canmeds-ata/>
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Our Role

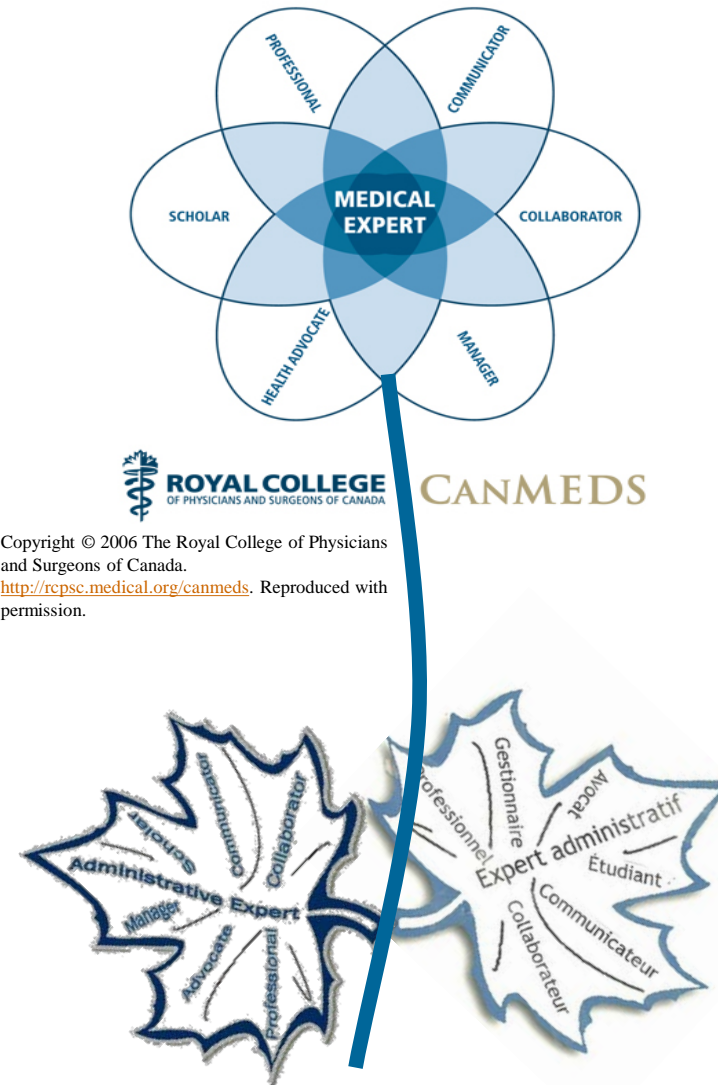
- ▶ Administrative Expert
- ▶ Communicator
- ▶ Collaborator
- ▶ Manager
- ▶ Professional
- ▶ Scholar
- ▶ Advocate



CanMEDS-ATA


The stem represents the association and relationship to the Royal College of Physicians and Surgeons and the College of Family Physicians of Canada

The leaf represents the skills required by medical education administrators identifying them as a valuable member of a team that supports CanMEDS in all aspects of education



Membership

Benefits of Membership

- ▶ Membership in the federally incorporated professional association can be shown on CV's and in HR Documents
 - ▶ It provides access to peers across the country
 - ▶ It recognizes a specific skill set and can lead to certification as a Canadian Medical Education Administrator (CMEA)
 - ▶ It opens the door to further professional growth and development
 - ▶ It offers a mentorship program
 - ▶ It provides a Private Members Message Board
 - ▶ It is portable across Canada
 - ▶ Personal satisfaction and empowerment
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Membership

- ▶ General membership is open to all who are involved in a support role capacity for the following:
 - Undergraduate medical education
 - Postgraduate Medical Education
 - Deans' office staff
 - It is open to staff in:
 - Full-time or part-time positions
 - Small and large programs
 - Hospital, university , community sites and doctors offices
 - Distributed campuses

Applying for Membership

Initial Membership Application

<http://www.mycameo.ca/membership-2/application/>

Renewing Membership

<http://www.mycameo.ca/membership-2/renewal/>


Active Membership

- Renewable after 1 year


Inactive Membership

- Those who have not renewed their membership after 1 year


Definition of Certification

- ▶ Provide evidence for; stand as proof of; show by one's behaviours, attitude or external attributes
 - ▶ To authorize officially
 - ▶ Guarantee as meeting a certain standard
 - ▶ Provides an independent verification of a certain level of expertise in a particular level
 - ▶ You have completed the steps required to receive a particular designation
 - ▶ You have achieved a designation that demonstrates to your employer and/or clients that you are, indeed, an expert in a particular area of areas– and that a reputable, recognizable organization is willing to attend to that
 - ▶ With certification– you will be granted a “privileged” relationship with the sponsor
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What is CAMEO Certification?

- ▶ Setting a professional standard for Administrators in medical education
 - ▶ Provides a national standard and recognition
 - ▶ Qualification sets the professional apart as a high level administrator with the knowledge, skills and expertise
 - ▶ Process to follow for members who want to move upwards within the National Designation group in recognized levels of knowledge and skills
 - ▶ Realizes the professional role and need for continual learning and opportunities for growth
 - ▶ Formal acknowledgement of the role and skills
 - ▶ Portability across Canada
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Why Certification

- ▶ Promotes excellence in the field of Administration in medical education
 - ▶ A way to formally acknowledge the specific knowledge base and expertise
 - ▶ Motivates Program Administrators to continue their life-long learning and professional development (*professionalism through education*)
 - ▶ Recognizes the level of knowledge and skills needed
 - ▶ Recognizes levels of achievement in all areas of the profession
 - ▶ Enables and promotes networking and sharing
 - ▶ Personal Motivation
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CanMEDS–ATA based Certification Process

- ▶ Both CanMEDS and the Royal College accreditation process form the foundation upon which CAMEO bases its professional standards and its certification process
 - ▶ Candidates for certification are measured on their ability to demonstrate comprehensive knowledge, understanding and experience of the principles embodied in CanMEDS and how they relate overall to medical education as accredited by the Royal College and the College of Family Physicians of Canada
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Eligibility for Certification

- ▶ Active member of CAMEO
 - ▶ At least second year of CAMEO membership
 - ▶ At least three years in your specialty or two plus 2 in another
 - ▶ Participation in at least one internal review and/or one external review in the last four years (or undergrad equivalent).
 - ▶ Attendance at a minimum of one national medical education conference in the past four years, (i.e. ICRE, CCME, FMF etc.)
 - ▶ Attendance at workshops, presenting to peers, committee work, volunteering at CAMEO etc.
 - ▶ <http://www.mycameo.ca/certification/>
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Questions???

Coming together is a beginning; keeping together is progress;
working together is success.

Henry Ford

The price of success is hard work, dedication to the job at hand,
and the determination that whether we win or lose, we have
applied the best of ourselves to the task at hand.

Vince Lombardi

http://www.brainyquote.com/slideshow/topics/top_10_success_quotes.html



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