

AADPRT Child Caucus Chair Roles, Responsibilities, and Selection

Role:

Reports to the AADPRT President

Functions as the member of the AADPRT Executive Council that represents the interests of the members who are Child and Adolescent Psychiatry (CAP) Residency Training Directors

Functions as a liaison to the AACAP (American Academy of Child and Adolescent Psychiatry) Work Group on Education and Training, representing the CAP members of AADPRT

Functions as a liaison to the ADMSEP (Association of Directors of Medical Student Education in Psychiatry), representing the CAP members of AADPRT

Functions as a liaison to the APA (American Psychiatric Association), representing the CAP members of AADPRT

Functions as a liaison to the NRMP (National Resident Matching Program) representing the CAP members of AADPRT

Functions as a liaison to ERAS (Electronic Residency Application Service) representing the CAP members of AADPRT

Functions as a liaison to the AACDP (American Association of Chairs of Departments of Psychiatry) representing the CAP members of AADPRT

Selection:

- Late in the year prior to the appointment (November-December), the Child Caucus Chair recommends to AADPRT president that a nominating committee for the Child Caucus Chair be formed, which the President revises/ approves. Recommended members may include:
 - Past Child Caucus Chair
 - Past Past Child Caucus Chair
 - Individual chosen by the current Caucus Chair
- The Nominating Committee solicits nominations, vets the nominations with peers in the field and discusses interest in the position with the top nominees
- In February-March of the appointment year the nominating committee recommends the Child Caucus Chair candidate to the President, who makes the appointment
- The incoming Child Caucus Chair is announced at the March 2013 annual meeting, and works with the sitting Chair to prepare for assuming the leadership role following the meeting

Duties:

Three year term, starts after the annual meeting of year appointment and ends after the annual meeting in the 3rd year

Job Description
Chair, Child & Adolescent Psychiatry Caucus
American Association of Directors of Residency Training (AADPRT)

AADPRT

Child & Adolescent Caucus

- Provides a resource for new and continuing child and adolescent psychiatry training directors regarding information, available resources, and support.
- Facilitates sharing of information and communication between CAP members
- Collaborates with CAP members to develop and enhance resources for CAP training (e.g. curriculum, website, educational and informational material)
- Solicits workshop submissions, helps CAP members collaborate, and assists the Program Chair in identifying relevant topics on child psychiatry training for the annual AADPRT meeting.
- Revises, solicits content for, monitors and updates the child section of the AADPRT website in collaboration with IT
- At the end of term chooses one member of the Child Caucus Chair nomination committee
- After term, is a resource and mentor to the new chair

Child Caucus Meeting (during annual March meeting)

- Develops Child Caucus meeting agendas with input from child members and distribute to child listserve prior to the meeting; solicits agenda items in the areas of most pertinence to child and adolescent psychiatry training directors; arranges for presentations on relevant issues (e.g. child RRC updates, etc); distributes minutes/ information after meetings
- Chairs the two meetings of the Child Caucus at the annual AADPRT meeting; supports and facilitates active information sharing and discussion of pertinent issues within the Child Caucus meetings.

Executive Council

- Attends at least 2 of 3 AADPRT Executive Committee Meetings in March (annual meeting), May (APA annual meeting) and September/ October (AAP annual meeting)
- Prepares an update/ summary on Child Caucus activities for the meeting
- Reports back to the AADPRT Executive Council the topics of discussion, activities of the Child Caucus, and any action items for deliberation by EC.

AACAP

Howard Liu, hyliau@unmc.edu, Jeffrey Hunt, Jeffrey_Hunt@brown.edu

- Attends/ participates by conference call in the Education and Training meetings at the annual AACAP meeting (October) and the mid-year meeting (often January)
- Updates CAP directors on relevant AADPRT issues during annual AACAP meeting during the training directors lunch
- Collaborates on CAP curricular projects
- Updates AADPRT CAP members on AACAP education and training issues and projects

ADMSEP

Geri Fox, foxg@uic.edu

- Collaborates on medical student and recruitment projects and issues

APA

Tristan Gorrindo, TGorrindo@PSYCH.ORG

- Collaborates on issues related to CAP medical education

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American Association of Directors of Residency Training (AADPRT)

NRMP

NRMP@aamc.org

- Introduces self after appointment to Mona Signer, Executive Director msigner@aamc.org
- Signs annual agreement in April (verifying 75% program participation)
- Updates CAP members on NRMP issues, process and deadlines
- Point person for any issues with NRMP/ CHILD MATCH
- Encourages CAP member participation in the CHILD MATCH
- Collects and shares information on results of CHILD MATCH with CAP members and AACAP Training and Education Committee

ERAS

Renee Overton, broverton@aamc.org

- Introduces self after appointment to Renee Overton, Director
- Updates CAP members on ERAS issues, process and deadlines
- Collaborates with ERAS to support CAP program participation in ERAS/ electronic application process
- Point person for any issues with ERAS