

**AGENDA: TRUST/WRITE Retreat, April 6, 2018 at Big Sky 10 am to 4:30 pm: Madison Ballroom**

9:30 am: **Doors open...** time to get situated

10 – 10:30 am: **Welcome & Introductions**

10:30 – 11:15 am: **Welcome Rural Programs Team**

- John McCarthy, M.D., UWSOM Assistant Dean for Rural Programs
- Larry Kirven, M.D., WRITE Director
- Danielle Bienz, M.Ed., Education Specialist for Rural Programs
- Michelle Fleming, WRITE Program Administrator

11:15 am - Noon: **Tomoko Sairenji, M.D.**, Assistant Professor, SOM Dept. of Family Medicine: Best Approach, Writing a Letter of Recommendation for your Student,

Noon: **Break and pick up lunches**

12:15 – 1:15 pm: **Paul James, M.D.**, UWSOM Professor and Chair, Department of Family Medicine: Department Update

1:15-1:30 pm: **Break**

1:30- 2 pm: **Tomoko Sairenji, M.D.** and **Larry Kirven, M.D.** Advanced Patient Care and WRITE

2 to 2:30 pm: **Danielle Bienz, M.Ed.** EHM Overview: Expectations, Time Commitment, Preceptor Assistance and Students Requirements

2:30 – 3:15 pm: **WRITE Best Practices – Group Reflection Activity using existing guidelines**

Orienting Student to Site – see handout

Orienting Student to Practice – see handout

Tips for Giving Effective Feedback – see handout

3:15: Break

3:30 to 4:30 pm: **TRUST/WRITE Precepting Challenges**

Break out for small group discussion Based on Perennial Themes – see handout

**Please note, two Saturday Sessions, 10 am to noon:**

- **New Advanced Patient Care Sites** (Shoshone Boardroom) Advanced Patient Care Clerkships - Fundamentals of Clerkship & Teaching with Tomoko Sairenji, MD; Lisa Benzel, MT TRUST Dir.
- **TRUST/WRITE Administrator meeting**, 10 am - noon (Village Center Boardroom) View WRITE Blog. Share best practices: student scheduling, Invoicing UW, housing, EHM Timeline. Danielle Bienz, Michelle Fleming, Bernadette Duperron

