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How We Can Serve You

The Office of Academic Development serves Houston Methodist clinicians and scientists by developing their research, teaching and non-clinical professional skills.

We achieve this through offering the following services.

- **CONNECTION**
  to available academic resources and services, both within Houston Methodist and externally.

- **COACHING**
  and one-on-one guidance on specific academic and non-clinical professional skills.

- **CLASSES**
  that distil the latest research on relevant academic topics and help build associated skills.

For more information or to request a service, you can contact us at academicrequests@houstonmethodist.org
Connection
We can connect you with:

- Houston Methodist departments that provide academic services like grant writing, manuscript development, mentorship guidance and statistical support.
- Technology and resources to make research and teaching more efficient and effective
- Links to free and for-cost external resources
- Peer faculty across our system who working on similar projects through discussion groups for research projects.
- Faculty across our system through the Academic Development podcast (Faculty Lounge). Read more about the Faculty Lounge on the following page.

Coaching
We can work with you one-on-one or in small groups in the following areas:

- Research Support:
  - IRB Protocol development for Fellows and senior Residents
  - Research Methodology for all (study design, sample size calculations, etc.)
  - Contact Dr. Lauren Irwin for an appointment leirwin@houstonmethodist.org
- Instructional design and curriculum development:
  - Designing learning programs
  - Measuring learning outcomes through evaluation
  - Contact academicrequests@houstonmethodist.org for an appointment
- Messaging of your academic work
  - Creating “Memorable Presentations” and engaging lectures
  - Crafting elevator pitches and relatable stories about research & clinical work
  - Contact academicrequests@houstonmethodist.org for an appointment
- Library Services and Search Strategies
  - Evidence based practice support
  - Searching for relevant literature to inform your clinical work
  - Contact Linné Girouard for an appointment LGirouard@houstonmethodist.org
- Systematic Review coaching and strategy building
  - Developing search strategies for Systematic Reviews
  - Guiding your systematic review process for efficiency
  - Contact Amy Taylor for an appointment ataylor3@houstonmethodist.org

Classes
We provide the following in-person workshops, partnered lectures and external didactics:

- Skill-building Workshops in Research Methods, Education (Instructional Design, Evaluation, The Science of Learning) and Non-Clinical Professional Skills (Emotional Intelligence, Social Media, Quality Improvement).
- We also provide partnered lectures with the teams throughout our system, including Research Ethics, Mentorship Guidance (through new faculty Dr. Dorothy Lewis) and other expertise from within our HM system and national experts.
Podcast Information

Faculty Lounge

the Houston Methodist Faculty Development podcast

In this podcast, we deliver content on the go, designed for our faculty to listen to in the car, at the gym or anytime that is convenient to you.

In every episode, we'll be gaining insights about a topic relevant to our clinical and translational faculty from an expert who has first-hand knowledge of the subject.

We also summarize for you some tips and insights from external sources on relevant subjects and give you places to go for more information.

Segments in each podcast:

- Faculty Spotlight: interviews with Houston Methodist faculty
- Quality Corner: Quality Improvement and Safety tips and guidance
- Science of Learning: Insights into best-practices of teaching and learning in clinical and research settings
- Research Tips and Tools: Useful guidance on research methods and technology

This podcast is not publicly available. Only Houston Methodists clinicians, researchers and staff can access this content.

To gain access to this podcast or to suggest a topic for the podcast to cover, please email us at academicrequests@houstonmethodist.org
Full Menu of Classes

Each course is listed with the associated ACGME competencies. You can find the complete documents for ACGME competencies for Residents here and for Fellows here.

Each of the following courses is one hour in length and available to be given at a time convenient to your team. To request a course, contact us at academicrequests@houstonmethodist.org

Teaching and Learning

Science of Learning Series

**TLSL1: Science of Attention and Engagement**
Is the ever-shortening attention span of our learners a myth? Join us in deep-diving into the neuroscience behind attention and engagement and learn how you can manage, sustain, and create engaging teachings!
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Currently available

**TLSL2: Skill building through Habit Training**
Learners enjoyed your lesson but did their behavior actually change? Want to create lasting habits? Join us to identify six effective building blocks of habit formation based on neuroplasticity techniques you can implement in your teachings!
ACGME Resident Competencies: IV.B.1.d.(1).(c), VI.B.4.d, IV.B.1.d), IV.A.2
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Currently available

**TLSL3: Mindfulness: Training Your Brain for Focus**
We work in a very fast-paced clinical and research environment. Come learn how to enhance your trainee’s learning, decision-making skills, and on-the-job performance by implementing practical mindfulness activities.
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Currently available

**TLSL4: Cognitive Biases to Stimulate Learning**
There are a total 188 cognitive biases that impact our critical thinking. Join us and identify four distinct cognitive biases that can be used to increase proficiencies in learning transfer, retention, and content recall.
ACGME Resident Competencies: IV.B.1.d.(1).(c), VI.B.4.d, IV.B.1.d), IV.B.1.(d).(1).(a)
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Currently available

Instructional Design and Evaluations Series

**TLIDE1: Learning Design and Evaluation**
How do you know that your audience really learned what you just taught them? Join us for a fun and useful workshop on the basics of measuring learning with evaluation tools.
TLIDE2: Case-Based Learning for Engagement
Learners only retain about 10 percent of the content delivered in an hour-long lecture. Case studies are an effective tool for continual learning and knowledge checks. Come learn how to write and create engaging clinical case studies that build on your delivered content!
ACGME Resident Competencies: IV.B.1.d.(1),(c), VI.B.4.d, IV.B.1.e.(1),(d)
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Currently available

TLIDE3: Effective Presentation Structuring and Design
Want to avoid “death by PowerPoint”? And you only have 15 minutes for content delivery? We’ll discuss practical tips and you’ll leave with an outline for your next presentation that guarantees your trainees will learn!
ACGME Resident Competencies: IV.B.1.d.(1),(c), VI.B.4.d, IV.B.1.e.(1),(d)
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Currently available

TLIDE4: Adaptive Methods for Custom Learning
Designing learning for a diverse audience? Want to create an individualized learning experience? Join us to learn how to avoid “one size fits all” methods and enhance your learner’s experience.
ACGME Resident Competencies: IV.B.1.d.(1),(c), VI.B.4.d, IV.B.1.e.(1),(d)
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Spring 2020

Messaging and Memorable Presentations Series

MMP1: Telling the Story of your Science
Your research is valuable. Does it tell a story? Can you explain it to diverse audiences? Come to this workshop and learn how to tell the story of your science in a way that is interesting and captures your audience’s attention.
ACGME Resident Competencies: IV.B.1.d.(1),(c), VI.B.4.d
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Currently available

MMP2: The Big Picture – Data Visualization
You’ve got so much data and so much to say about it. Come discover how to engage an audience by simplifying your data and creating visual aids that tell your story with impact!
ACGME Resident Competencies: IV.B.1.d.(1),(c), VI.B.4.d
ACGME Fellow Competencies: VI.B.4.d
Date of Availability: Currently available

MMP3: Memorable Poster Presentations
Have you ever walked through a conference and were really impressed by a poster you saw? This workshop will turn you into the person with the impressive poster. Come learn how to create a clear, concise, and impressive poster presentation!
ACGME Resident Competencies: IV.B.1.d.(1),(c), VI.B.4.d
ACGME Fellow Competencies: VI.B.4.d, IV.D.2.b
MMP4: Conference Abstracts – Making the most of your 15 minutes
Your research has taken so much time and effort to conduct and there is so much to say about it. But what if you only have 15 minutes at the conference? In this workshop, we will cover how to give a short talk about your abstract so that the audience has a clear vision about your work.

ACGME Resident Competencies: IV.B.1.d.(1),(c), VI.B.4.d
ACGME Fellow Competencies: VI.B.4.d, IV.D.2.b
Date of Availability: Spring 2020

Research and Statistics

Research Methods

RSRM1: Research Question, Study Objectives, and Literature Review
The backbone of any sound research project is determining study objectives and reviewing literature on the topic. Come discover how to write your study objectives in a concrete, measurable way while also learning how to support your objectives with current research from your field of study.

ACGME Resident Competencies: IV.D.2.b),(1), IV.D.2.a, IV.A.6
ACGME Fellow Competencies: IV.D.2.a, IV.D.2.b
Date of Availability: Currently available

RSRM2: Choosing a Study Design
You’re planning a new study – how do you know which design is the right fit for your research question? Come discover how to select and customize a study design for your project in this fun and engaging workshop.

ACGME Resident Competencies: IV.D.2.b),(1), IV.D.2.a, IV.A.6
ACGME Fellow Competencies: IV.D.2.a, IV.D.2.b
Date of Availability: Currently available

Practical Statistics

RSPS1: Choosing the Right Statistics for Your Research
Planning a new study includes considering which test you’ll need to use. Come join us for one hour of a practical and amusing review of statistical tests meant to make statistics approachable to all of us. This workshop will take away any hesitancy you may feel about discussing the math in your research study.

ACGME Resident Competencies: IV.D.2.b),(1), IV.D.2.a, IV.A.6
ACGME Fellow Competencies: IV.D.2.a, IV.D.2.b
Date of Availability: Currently available

RSPS2: Linear Regression
If your research project requires a more advanced statistical analysis, come join us to learn more about linear regression! This hands-on workshop will teach you everything you need to know about using linear regression in your research including what type of research questions it answers, what type of variables are needed, and if your data qualifies for using linear regression.
RSPS3: Multilinear Regression
Come and build on your statistical knowledge on linear regression and learn how to use multilinear regression in your research. You will learn the basics of multilinear regression, what type of research questions it answers, what type of variables are needed, and if your data qualifies for using multilinear regression.

ACGME Resident Competencies: IV.D.2.b).(1), IV.D.2.a., IV.A.6
ACGME Fellow Competencies: IV.D.2.a., IV.D.2.b
Date of Availability: Currently available

RSPS4: Sample Size and Power Analysis
Have you ever wondered how to determine how many participants you need to include in your research? If so, this workshop is for you. In this workshop you will learn how to determine an appropriate sample size in order to get meaningful results from your research.

ACGME Resident Competencies: IV.D.2.b).(1), IV.D.2.a., IV.A.6
ACGME Fellow Competencies: IV.D.2.a., IV.D.2.b
Date of Availability: Currently available

Manuscript Writing

RSMW1: How Prolific Authors Publish
Too busy for scientific writing? Come discover tips of the trade for writing scientific manuscripts and grant applications. You will leave with a plan to complete your writing even with your busy schedule.

ACGME Resident Competencies: IV.D.2.b).(1), IV.D.2.a., IV.A.6
ACGME Fellow Competencies: IV.D.2.a., IV.D.2.b
Date of Availability: Currently available

RSMW2: Outlining Your Paper and Submitting for Publication
Every scientific journal and grant application has specific requirements for content and formatting. Join us for a fun and engaging workshop to help you take the pain out of editing your writing. Be sure to bring your topic and data to get the most out of this workshop!

ACGME Resident Competencies: IV.D.2.b).(1), IV.D.2.a., IV.A.6
ACGME Fellow Competencies: IV.D.2.a., IV.D.2.b
Date of Availability: Spring 2020

Grant Writing
For information about Grant Writing courses, please contact Dr. Dorothy Lewis at dlewis3@houstonmethodist.org

Literature Searches

RSLS1: We Have It: An Introduction to HM Library Materials and Services
Come discover the wealth of resources available to Houston Methodist and how to access them. This course includes an overview of Library holdings, including catalog, electronic books and subscription journals. Also discussed are databases, applications, and the interlibrary loan process.
ACGME Fellow Competencies: IV.D.2.a, IV.D.2.b
Date of Availability: Currently available

RSLS2: The Art of the Search: Finding what you’re looking for
Learn how databases retrieve information, how to create a search strategy using Boolean logic and how to use controlled vocabularies and key words.
ACGME Fellow Competencies: IV.D.2.a, IV.D.2.b
Date of Availability: Currently available

RSLS3: Literature searching for Evidence Based Practice
Come discover how to create a clinical query, from PICO to peer reviewed results. This course is intended for anyone in clinical practice and anyone interested in Evidence Based Medicine.
ACGME Resident Competencies: IV.D.2.b)(1), IV.D.2.a, IV.A.6, I.D.3, IV.B.1.d)(1),(f), IV.D.1.c
ACGME Fellow Competencies: IV.D.2.a, IV.D.2.b
Date of Availability: Currently available

RSLS4: Introduction to Systematic Reviews
This class covers the basic methodology of systematic reviews, other review types and what you need to get started before undertaking a systematic review.
ACGME Fellow Competencies: IV.D.2.a, IV.D.2.b
Date of Availability: Currently available

RSLS5: Searches for Systematic Reviews: What Makes the Difference?
This class explores the differences from a regular literature search to the methodology of a systematic review search. We also cover how to translate search strategies into additional databases.
ACGME Fellow Competencies: IV.D.2.a, IV.D.2.b
Date of Availability: Currently available

Professional Development

Non-Clinical Skills

PDNC1: Goal Setting
Are you a mentor? Come discover what the latest research says about effective clinical and academic mentorship. You will leave this workshop with a useful tool for guiding others (and yourself) towards their professional goals.
ACGME Resident Competencies: II.C.2., IV.B.1.(d),(1),(a).
ACGME Fellow Competencies:
Date of Availability: Currently available
PDNC2: Working Across Generations
Have you noticed generational difference between yourself and members of your team? Are you currently mentoring or training someone from a different generation? Join us in this dynamic conversation about how each of the five generations currently working in healthcare view feedback, authority, and respect. You will leave ready to bridge gaps in communication between the generations.
ACGME Resident Competencies: II.C.2., IV.B.1.(a).,(e), IV.B.1.(e).(1).(b).
ACGME Fellow Competencies:
Date of Availability: Currently available

PDNC3: Using Social Media to Advance Your Clinical Career
Faculty at the top healthcare organizations in the U.S. use social media to promote their work. Come learn many ways to use social media to advance your academic career.
ACGME Resident Competencies: II.C.2., IV.B.1.(a).,(e), IV.B.1.(e).(1).(b).
ACGME Fellow Competencies: II.C.2., IV.B.1.(d).(1).(a).
Date of Availability: Currently available

Quality Improvement

PDQI1: Problem or process?
Curious about how to get started on your Quality Improvement project? Come learn some basic tools you will need and make a plan for how to move forward.
ACGME Resident Competencies: II.B.2.g).,(2), IV.B.1.d.(1).(d), VI.A.1.b.(1).(a).
ACGME Fellow Competencies: IV.D.2.a, VI.A.1.a).(1).(a), VI.A.1.b).(1).(a), VI.A.1.a.(2).
Date of Availability: Currently available

PDQI2: Change or improvement?
How do you know whether a change you’ve made is making a process better? In this engaging workshop, you’ll discover how to measure your change to demonstrate improvement in your process.
ACGME Resident Competencies: II.B.2.g).,(2), IV.B.1.d.(1).(d), VI.A.1.b.(1).(a).
ACGME Fellow Competencies: IV.D.2.a, VI.A.1.a).(1).(a), VI.A.1.b).(1).(a), VI.A.1.a.(2).
Date of Availability: Currently available

PDQI3: Root Cause Analysis
Ready to get to the root of the problem? Come learn how to conduct a Root Cause Analysis and determine the source of the problem you’ve identified in your Quality Improvement project.
ACGME Resident Competencies: II.B.2.g).,(2), IV.B.1.d.(1).(d), VI.A.1.b.(1).(a).
ACGME Fellow Competencies: IV.D.2.a, VI.A.1.a).(1).(a), VI.A.1.b).(1).(a), VI.A.1.a.(2).
Date of Availability: Currently available

PDQI4: Creating a Culture of Psychological Safety
Do you ever wonder why individuals don’t speak up even when they know something is wrong? This workshop is for you. Join us as we cover the science behind psychological safety and teach you how to create an environment where individuals feel safe to speak up!
ACGME Resident Competencies: II.B.2.g).,(2), IV.B.1.d.(1).(d), VI.A.1.b.(1).(a), IV.B.1.e).,(1).(c).
ACGME Fellow Competencies: IV.D.2.a, VI.A.1.a).(1).(a), VI.A.1.b).(1).(a), VI.A.1.a.(2).
Date of Availability: Currently available
PDQ5: Quality, Safety, and Hierarchy in Medicine
How are quality care, patient safety and clinical hierarchy related? This workshop will cover the latest research on hierarchy in healthcare and how to prevent patient safety errors through creating a culture of safety.
ACGME Resident Competencies: II.B.2.g).(2), IV.B.1.d.(1).(d), VI.A.1.b.(1).(a), IV.B.1.e).(1).(c).
ACGME Fellow Competencies: IV.D.2.a, VI.A.1.a.(1).(a), VI.A.1.b.(1).(a), VI.A.1.a.(2).
Date of Availability: Currently available

Emotional Intelligence

PDEI1: The Emotion and Behavior Cycle
Come discover how to enhance your clinical and academic leadership skills by developing your Emotional Intelligence! We’ll discuss how emotions impact productivity and teamwork. You’ll leave this hands-on workshop with a plan for how to manage conflict and increase clinical and academic productivity.
ACGME Resident Competencies: II.B, II.B.2.g).(2), IV.B.1.a.(1).(g), IV.B.1.b), IV.B.1.(e).
ACGME Fellow Competencies:
Date of Availability: Currently available

PDEI2: Conflict Management and Resolution
Come discover how to leverage emotional intelligence to resolve conflict and maximize your academic leadership skills. Join us as we use brain science to explore how to resolve conflict at its source. You will leave this interactive workshop with a practical tool to use in clinical and academic settings.
ACGME Resident Competencies: II.B, II.B.2.g).(2), IV.B.1.a.(1).(g), IV.B.1.b), IV.B.1.(e), IV.B.1.a).(1).(b), IV.B.1.a.(1).(g).
ACGME Fellow Competencies:
Date of Availability: Currently available

PDEI3: The Science of Resilience
Why are some people more resilient than others? In this workshop you will learn the science behind what makes people resilient and how to apply this science to your everyday life.
ACGME Resident Competencies: II.B, II.B.2.g).(2), IV.B.1.a.(1).(g), IV.B.1.b), IV.B.1.(e), IV.B.1.a).(1).(b),
ACGME Fellow Competencies:
Date of Availability: Fall 2019

PDEI4: Overcoming the Barriers of Mindsets
We all know people who are set in the way they think. This informative workshop will teach you about common barriers we all experience and how to overcome a fixed mindset.
ACGME Resident Competencies: II.B, II.B.2.g).(2), IV.B.1.a.(1).(g), IV.B.1.b), IV.B.1.(e),
ACGME Fellow Competencies:
Date of Availability: Spring 2020

PDEI5: The Science of Power Dynamics
Power dynamics influence productivity and the way we interact at work. This workshop will introduce you to the science behind power dynamics and how to use that science to your advantage to be a more productive and effective team member.
ACGME Resident Competencies: II.B, II.B.2.g).(2), IV.B.1.a.(1).(g), IV.B.1.b), IV.B.1.(e)
ACGME Fellow Competencies:
Date of Availability: Spring 2020
PDEI6: Creating a Culture of Feedback
Come discover the types of feedback and develop a culture of giving and receiving feedback on your team. You’ll learn practical steps for creating a culture of feedback and spend time working through case scenarios.

ACGME Resident Competencies: II.B, II.B.2.g),(2), IV.B.1.a.(1).(g), IV.B.1.b, IV.B.1.(e), II.B.4, V.A.1.a, IV.B.1.d).(1).(e).
ACGME Fellow Competencies:
Date of Availability: Fall 2019

Curated Menu by Professional Track
Please find below suggested menus for various learner groups. While these curated menus represent a short sampling of available workshops that may interest a specific group, all workshops are available to you to choose from.

Faculty Development (Research Focus)
TLSL3: Skill Building through Habit Training
TLSL5: Cognitive Biases, Attention and Learning
TLIDE2: Presentations structuring and design
TLIDE6: Using Logic Models for Evaluation
MMP3: Telling the Story of Your Science
RSLS2: The Art of the Search: Finding what You’re Looking For
PDNC2: Working Across Generations
PDCI4: Creating a Culture of Psychological Safety
PDEI2: Conflict Management and Resolution
PDEI3: The Science of Resilience

Faculty Development (Clinician Educator Focus)
TLSL1: The Science of Attention and Engagement
TLSL5: Cognitive Biases, Attention and Learning
TLIDE2: Presentations structuring and design
TLIDE4: Writing Clinical Case Studies
TLIDE5: Evaluation of Learning
RSLS3: Literature Searches for Evidence Based Practice
PDNC1: Goal Setting for Learners
PDNC2: Working Across Generations
PDCI4: Creating a Culture of Psychological Safety
PDEI6: Creating a Culture of Feedback
Residents and Fellows
*Protocol Development Coaching available to all Fellows*
TLSL4: Mindfulness for Improved Learning
RSRM1: Study Objectives and Literature Review
RSRM2: Choosing a Study Design
RSRM3: Writing the Method Section
RSPS2: Choosing the Right Statistics for Your Research
RSPS3: Linear Regression
PDQI1: Problem or Process?
PDQI2: Change or Improvement
PDQI3: Root Cause Analysis
PDEI1: Conflict Management and Resolution

Postdocs and Grad Students
TLSL4: Mindfulness for Improved Learning
MMP3: Telling the Story of Your Science
MMP4: Memorable Poster Presentations
MMP5: Conference Abstracts – Making the Most of your 15 Minutes
RSPS2: Choosing the Right Statistics for Your Research
RSPS3: Linear Regression
RSPS4: Multilinear Regression
RSLS4: Introduction to Systematic Reviews
PDEI1: The Emotion and Behavior Cycle
PDEI3: The Science of Resilience
Additional Resources for Affiliated Faculty
In addition to the services listed above, faculty with appointments with our academic affiliations also have access to the following.

Weill Cornell Faculty
You can learn more at https://medicaleducation.weill.cornell.edu/medical-education/faculty-resources

Center for Teaching Innovation – Cornell University: The center supports Cornell’s teaching community with a range of programs and services centered around effective teaching and innovative learning practices.

Curricular Mapping: explains how teaching faculty provide data on the objectives and content of their individual teaching sessions to allow curriculum content to be searched and identified for redundancies and gaps.

Faculty Development: highlights how OCED assists faculty in enhancing their teaching skills through Curriculum Retreats, PBL training, support for regional and national programs, one-on-one consultation, student and course evaluations, and electronic and audiovisual resources.

External Faculty Development Programs: describes selected national programs and organizations offering faculty development programs.

Medical Education Scholarship & Research: identifies numerous funding sources for medical education projects.

Texas A&M Faculty
The Texas A&M Office of Faculty Development (OFD) provides continuing education opportunities for faculty on a variety of topics such as planning for instruction, instructional methods, assessment, working with learners, and educational leadership and scholarship. Specifically, they provide:

• Online faculty development offerings
• Education Grand Rounds
• One-on-one consultations
• Tailored presentations for large and small groups
• Instructional resources

Faculty and staff can access Office of Faculty Development materials on the College of Medicine Intranet.

For more information, contact the director of Faculty Development at A&M College of Medicine, Dr. Terri Kurz at kurz@medicine.tamhsc.edu