



**ASSOCIATION FOR SURGICAL EDUCATION**  
CLERKSHIP COORDINATORS OF SURGICAL EDUCATION

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**ASE Clerkship Coordinator Annual Meeting Sessions**

**Monday, April 22, 2024- Pre-Meeting Workshop (included with Registration)**

**Location: Orlando Ballroom- Section L**

7:00am-2:30pm      **Troubleshooting your Clerkship. Joint session with Clerkship Directors**  
3:00pm-5:00pm      **Clerkship Coordinator's Networking Event**

**Tuesday, April 23, 2024- Coordinator Track- Day 1**

**Location: Orlando Ballroom - Section N**

8:00am - 8:30am      **Welcome and Overview of the Coordinator Track**  
8:30am - 9:00am      **Review of Troubleshooting your Clerkship Session**  
9:00am - 10:00am      **Year in the Life of a Coordinator**  
10:00am - 10:15am      **Break**  
10:15am - 10:45am      **Skills Lab: It Takes a Village**  
10:45am - 11:00am      **How to develop your Curriculum?**  
11:00am - 12:15pm      **Curriculum Resources**  
12:15pm - 1:15pm      **Lunch Break**  
1:15pm - 2:00pm      **Keeping in Contact with Clerkship Directors/Advocating for protected Time for CDs**  
2:00pm-2:40pm      **Quality Improvement**  
2:40pm-3:00pm      **Group Discussion & sharing of resources**

**Wednesday, April 24, 2024- Coordinator Track- Day 2-**

**Location: Florida Ballroom - Section B**

8:00am-8:15am      **Welcome and Updates**  
8:15am-9:00am      **Visting & International Students**  
9:00am-10:00am      **Medical Student Professionalism in 2023 and Beyond**  
10:00am-10:15am      **Break**



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10:15am-11:00am	<b>Death &amp; Dying on Surgery Clerkship</b>
11:00am-11:30am	<b>Student Accommodations</b>
11:30am-12:00pm	<b>Different/Multiple Campuses</b>
12:00pm-1:00pm	<b>Lunch Break</b>
1:00pm-2:00pm	<b>Best Practice Breakout: Excel Skills (bring your computers!)</b>
2:00pm-2:15pm	<b>Break</b>
2:15pm-2:45pm	<b>Smartsheet</b>
2:45pm-3:45pm	<b>Open Topic Discussion</b>
6:15pm-7:00pm	<b>ASE Pre-Banquet Reception</b>
7:00pm-9:00pm	<b>ASE Awards Banquet (Business attire)</b>

### **Thursday, April 25- Coordinator Track- Day Three-** **Location: Plaza International Ballroom – Section D**

8:00am-8:15am	<b>Welcome and Updates</b>
8:15am-9:00am	<b>Working with New Directors</b>
9:00am-9:45am	<b>Building Resident Relationships – Panel Discussion</b>
9:45am-10:15am	<b>Strategies for Faculty Support Initiatives</b>
10:15am-10:30am	<b>Break</b>
10:30am-11:30am	<b>ERAS Support for M4 students</b>
11:30am-12:30pm	<b>CCES Business Meeting (everyone can attend)</b>
12:30pm-2:00pm	<b>Networking event for all attendees</b>

Thank you for participating in the Coordinator's Track! We hope you enjoyed your week.