

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

Alpha Omega Alpha (AOA) -- Maryland Gamma Chapter

<http://www.alphaomegalpha.org/>

<http://www.usuaoa.org/>

**Uniformed Services University of the Health Sciences
"America's Medical School"**

Mission Statement: We, USU AOA, strive to honor the profession of medicine by pursuing the betterment of both ourselves and our larger community. We do this in order to provide the best possible care to members of the military and their families.

We accomplish this by:

- Recognizing high educational achievement
- Honoring talented teachers
- Encouraging leadership development
- Supporting the ideals of humanism
- Promoting service to others

The Society is organized for educational purposes exclusively and not for profit; its aims shall be the promotion of scholarship and research in medical schools, the encouragement of a high standard of character and professionalism among medical students and graduates, and the recognition of high attainment and service in medical science, patient care, and related fields.

At least two meetings shall be held each academic year at times and places decided upon by the chapter officers in consultation with the Councilor. This Society since its inception has been an organization of medical students. Every effort should be made to stimulate and maintain student interest in the Society and its mission. Chapters are urged to generate activities in which medical student members as well as non-members may take part.

Organizational Structure:

AOA National Requirements: The officers of each chapter shall be: President, Vice-President, Secretary-Treasurer, and Councilor. The President and Vice-President shall be student members. The offices of Secretary-Treasurer and Councilor may be held by the same person. When chapter officers are chosen, the Councilor shall ensure that their names, school addresses, and other pertinent information are sent promptly to the national office of Alpha Omega Alpha.

Current USU Leadership:

USU Faculty Councilors/Advisors:

Councilor

Past-Councilor

Treasurer

Annual Banquet Advisor

COL Patrick G. O'Malley MD, MPH

Robert Goldstein MD

Lt Col Matthew Eberly MD

William Haffner MD

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

Dist. Speaker/Vis. Prof Advisor
Postgraduate Programs Advisor
Research Advisor

Mark Haigney, MD, FAHA
Jerri Curtis MD, Carl Gunderson MD
Martin Ottolini MD
Robert Goldstein MD
Joseph Lopreiato MD, MPH
TBD

Specialty Night Advisor
Awards Advisor

Student Leadership:

President

Ama Winland

Vice President

Lauren Heyda

Spring Election Officers
- Student

Charles Mears
Sarah Mongold
Phillip Scheanon
John Sommerfeldt

Spring Election Officers
- Resident

Leonie Campbell
Gregory Schmidt
Michael Tshudy

AOA Specialty Night

Morgan Lundstrom
Katey Osborne
Sarah Wright

Awards/Research
Committee

Cody Ashcroft
Eli Raneses
Lucy Yuan

Treasurer

Zachary Haynes

Visiting Professor

Chandler Bennett

Newsletter

Eleanor Derouin

AOA Banquet Officer/Banquet

Russell Newkirk
Lydia Truong

Webmaster

Alexander Li

Underclassmen Outreach
Officers

Vivek Abraham
Sydney Giblin
Marc Gutierrez
Shena Kravitz

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

Alumni Outreach Officer	Morgan Lundstrom
Volunteer Coordinator	David Lieb
Student Medical Education Elective Course Director	Jacob Wyse

Community Members – USU AOA faculty and students, and active AOA members at all military medical centers. A current list populated from AOA National Database to track all current members and alumni.

Current Election/Induction Process:

Voting scheme (More information can be found at: www.alphaomegaalpha.org):

	Maximum Number Elected Annually
Current USU MS3s	~27 (varies slightly on class size)
Residents	25
Faculty	9
Alumni	7

Medical Students:

- Evaluated on 4 values: scholarship, service, professionalism, and leadership.
 - o Student eligibility for nomination will be determined based on the number of honors earned in both the pre-clerkship and clerkship curriculum. The top 25% of the class will be invited to apply in February of their MS3 year during Bench, Bedside and Beyond.
 - The use of HONORS grades will not result in a precise 25%; therefore, each new election will require choosing an appropriate cutoff. The cutoff that is *more inclusive* (though there may be elections wherein a large difference exists between cutoffs such that the more exclusive cutoff is appropriate) will be used.
 - In general, **4 or more grades of HONORS** will be an appropriate cutoff.
 - o Request to OSA/Registrar for a list of eligible students (accomplished by transcript review) is sent in January.

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

- Complete list from OSA will be provided no earlier than 6 weeks after last clerkship (mid- to end-February) in order to incorporate all clerkship grades.
- o Eligible students will be notified late February/early March during BBB and will have until the middle of March to complete the application.
 - Student Application Requirements: permission to review grades, provide CV, personal statement, and agree to pay first year dues.
- o New members will be announced by the end of March.
- o This cohort of electees will serve as the leadership following graduation of the current MS4 class until their subsequent graduation.

Post-graduates:

- Alumni, residents, faculty are evaluated on 5 values: scholarship, service, professionalism, leadership, and teaching/mentoring.
 - o Resident and faculty nominees can be either MD or DO. All nominees need to be in a residency associated with the chapter's medical school (which includes all of our official USUHS training sites; must have completed at least 1yr) or have a faculty appointment at the chapter's medical school. Alumni nominees must be 10 years or more past USU graduation.
 - o December: Communication requesting nominations for the Postgrads (alumni, residents, faculty) are sent out via the Postgraduate Programs Advisor (who contacts PDs, MedCen Chiefs), USU Alumni Association, and USU AOA database. This year, communications will also be sent out through the USU Clerkship Directors to each residency program in an effort to reach as many programs as possible through multiple avenues of communication.
 - o Eligible post-graduates will be notified early February and will have until late February to complete the application.
 - Post-graduate Application Requirements: CV, personal statement.
 - Alumni will be recommended by the President of the Alumni Association and the Councilor.
 - o New members will be announced by the end of March.

The chapter has a responsibility to ensure 100% USU AOA student voter participation in annual elections and 100% contact of all eligible students (top quarter of each class) and resident/alumni/faculty nominees.

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

Timeline of Chapter Activities:

JANUARY:

- Peer-to-Peer Clerkship Transition Course, coordinated by AOA Underclassmen Outreach officers.
- Arrange judging for AOA Student Research Fellowship (ASRF) applicants; send off winning application to AOA National.
- Send out final request for Postgraduate nominations

FEBRUARY:

- Finalize plans for Visiting Professor and Induction Banquet (send out advance notice and invitation to USU-ALL and USU-AOA).
- Student Elections Officers to get list of eligible students from registrar/OSA for AOA student nominees.
- Send out Spring Student Application invitations (>4 Honors total in pre-clerkship and clerkship)

MARCH:

- Pathway to Residency sessions, coordinated by AOA Underclassmen Outreach officers.
- Applications for new members due.
- Spring Elections held.
- New members announced towards the end of the month.

APRIL:

- Turnover from graduating AOA officers to newly elected members occurs.

MAY:

- Induction Banquet.
- Visiting Professor lecture at USU, usually on the same day as the induction banquet (speaks both at school and at the banquet).
 - Expectation that current AOA student members will attend, lecture will be open to all classes

JUNE:

- Plan large goals and methods for coming academic year

JULY:

- Devote energy to service activities, and programmed activities for year (awards, events, meetings, etc)

AUGUST:

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

- Underclass Outreach Officers to attend Student Interest Group Fair for MS1s and run a booth for AOA
- Recruit applicants for research award among MS-1s and 2s.

SEPTEMBER:

- Initial planning for AOA Specialty Night begins. Initial invitations to be sent out.

OCTOBER:

- Detailed planning for Spring Election and for GMESB Specialty Night.

NOVEMBER:

- Invite speaker and start to set up schedule for Visiting Professor.
- Start planning for AOA Banquet.
- Send out requests for Postgraduate nominations.

DECEMBER:

- Collect and upgrade applications for AOA Student Research Fellowship (ASRF)
- Send out reminder for Postgraduate nominations

2019-2020 State of the Chapter (Office specific updates and recommendations)

General State of the Chapter:

- **Leadership** – superb initiative, delegation, and collaborative functioning to achieve main objectives and begin new initiatives
 - Due to nature of geographical separation of members, it is difficult to meet monthly, have begun semi-annual gatherings at Brickside in downtown Bethesda. Will open to all members in community. Can consider giving updates and opening to forum for suggestions on future projects.
 - Schedule monthly meetings or communications for whole year and share calendar
- **Budget** – Funds at ~\$20,000; support from Dean for Specialty night in Fall; annual dues process ongoing and adequate, though low % participation; established external account. Account managed by Dr. Eberly (Treasurer).

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

- Continue to solicit for more dues from alumni and ensure 100% compliance from current members. Utilize Facebook and email lists to contact alumni and advocate for support.
- Main expenditures for the local chapter include specialty night, AOA induction banquet (self-funded), visiting professor, and regular meetings.
- Eventually, resources permitting, we intend to develop sufficient funding to help serve community needs (e.g., free clinic, mentorship events, and other AOA initiatives).
- Funds will be solicited from members annually via email, excluding those that have already paid lifetime dues.

Office Specific Updates:

President:

The President oversees both local operations carried out by current student AOA members, but also national outreach across all MTFs, as the USU AOA Chapter also functions as the AOA Chapter for the entirety of the DoD. The President is responsible for establishing the goals of the chapter for the academic year and tasking them to the appropriate team to be accomplished. Early summer is an excellent time to look at starting new initiatives and confirming that all teams have received a thorough turnover from the graduating class. Additionally, creating a global timeline (this year's timeline is in the above document) for critical deadlines, events, etc. is very helpful as the year progresses.

As members are spread out across the country, it is the president's responsibility to facilitate communication and transparency between teams but also to the community at large, especially in the setting of logistical complexity due to location. The President and Vice President are responsible for running semi-annual AOA meetings that are open to the entire community to help facilitate increased transparency within the community and to help increase in-person communication as members are so often geographically dispersed. Additionally, the President serves as an ambassador for AOA, reaching out to other groups or individuals at USU or within the DoD to establish meaningful partnerships as well as raise overall awareness of the group and its initiatives on campus.

Vice President:

The Vice President is responsible for assisting the President as well as overseeing and managing the other officer positions to ensure that events are being scheduled and action items are accomplished. The VP receives regular updates from other positions and assists with answering questions, making decisions, and stepping in to assist with certain projects or events as needed. Occasionally, the VP will be responsible for inviting physicians to certain events or presenting them with awards on AOA's behalf. Additionally, the VP is responsible for **scheduling AOA social events approximately once a quarter** in an effort to bring AOA members together to discuss pending action items, as well as involve the USU and WRNMMC community in an effort to build community, transparency, and visibility of the USU chapter of AOA.

Student Elections Officers:

The role of the Student Election Committee is to elect rising Fourth Year Medical Students who have excelled throughout medical school into the Uniformed Services University of the Health Sciences AOA Chapter.

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

As a committee we are preparing to address the Third Year Medical Student Class regarding the application process for AOA. No later than **29FEB20**, we will contact OSA to obtain the list of names of students who are in the top 25% of the class and will send out an email with the request to submit an application for AOA. Part of the consideration for application submission is working with the Webmaster to create a submission document that can be used. Additionally, we will work closely with the Resident/Fellow/Staff/Alumni Elections Officers who are also responsible for the election of new members to AOA. After potential new inductees are notified and invited to apply, they will have **approximately two to three weeks to submit their application**, which will then be assessed and ranked by the Student Election Committee. The finalized list of applicants will be compiled and assembled into 3 groups: students who will be inducted, students who may be inducted, and students who will not be inducted. These groups are formed based on an objective point grading system looking at scholarship, service, professionalism, and leadership. No later than two weeks after this time the final determination will be made on student inductees for the Class of 2021. Only an estimated timeline is available at this time, as the release of the top 25% list by OSA is dependent on their receipt of finalized Clerkship grades for Rounds 7-9, a timepoint that fluctuates year to year.

Resident/Fellow/Faculty/Alumni Elections Officers:

As Resident Elections Officers we are responsible for eliciting nominations of residents/fellows/faculty/alumni within military GME from the following individuals: active AOA members, program directors, associate program directors, and department heads. We subsequently coordinate application completion with the nominees and score the applications to make selections for AOA induction. As December/January approaches, we are preparing to begin eliciting nominations. In doing so, we aim to ensure there is improved transparency by attending Clerkship director meetings and providing more advanced notice for nominations. One of our goals is to increase the number of resident nominations received from previous years. Below are some of the upcoming deadlines for 2020:

- Nominations call in December
- Deadline for nomination Early February
- Deadline for applications Late February
- Finalize selectees by 4 March 2020

AOA Specialty Night Officers:

The Specialty Night Planning Committee organizes and hosts the annual AOA-sponsored Military Medical Specialty Night held at USU. This year on November 19th, 2019, Over 40 Program Directors or representatives and 274 USU and HPSP military medical students gathered to meet and network. Future goals for the Planning Committee include a smooth pass-down to the incoming leaders so that AOA can continue to host a successful event.

Awards and Research Officers:

As a member of the Awards Committee, it is your responsibility to send out quarterly emails reminding the USU community of upcoming awards/competitions. Most awards can be submitted directly to AOA National through the national website, but 2 do require submission to the local AOA Awards Committee for approval before national submission (see AOA website under national awards). One of our goals this year is to increase the number of applicants from USU for each of the AOA awards.

There are 3 local awards (Resident Teacher of the Year, Faculty Teacher of the Year, and Faculty Mentor of the Year) given out by our chapter to members of the USU community and it is the responsibility of the Awards and Research Team to take nominations and select

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

recipients. An award certificate is then hand delivered to award recipients and an announcement is made by the Awards and Research Team. The deadline for nominating residents/faculty for these awards is April 1, 2020. Emails reminding students to nominate are sent out at the beginning of March. Nominations are submitted through AOA's website under Awards & Nominations.

Treasurer:

The AOA treasurer is the individual who is accountable for collecting and managing dues, as well as facilitating spending for AOA sponsored events by coordinating spending with our faculty advisers. The treasurer works closely with both the president and vice president to keep them abreast of the chapter's financial situation to allow for the proper planning of our upcoming events. Goals for the position this year include working with the Webmaster to develop a more thorough system of accountability to track dues payments from both current student members as well as alumni and to create an accounting system to allow for the treasurer to have better day-to-day accountability of the chapter's funds. This new accounting system will hopefully allow for a more seamless transition each year between the new individuals who take on the treasurer position.

Visiting Professor:

The visiting professor is encouraged to provide one full day, or more, of teaching, interacting with students, residents, and faculty. The visit should be titled the "AOA Visiting Professorship," which should be included on all posters, announcements, press releases, and other collateral related to the visit. The AOA Chapter must submit an itinerary for the visit and activities to the National Office at least 30 days prior to the visit. Activities of the Visiting Professor should include clinical and/or rounds, research discussions, teaching conferences or seminars; one or more sessions on leadership and/or medical professionalism; departmental Grand Rounds; and/or a major address to the medical school community, or presentation at the annual AOA banquet. The AOA Councilor, in consultation with the Chapter's student members, and faculty, should select the visiting professor at least six weeks before the event.

Newsletter Officer:

The Newsletter Officer is tasked with creating a biannual newsletter to disseminate chapter information and news to current AOA members, as well as to future applicants and to the USU community as a whole. The chapter newsletter serves to educate the school community on upcoming events, pertinent application deadlines, and member selection results. The newsletter additionally recognizes current and ongoing research activities, service projects, and award opportunities within the local and national AOA communities. The ultimate goal of the newsletter is to ensure awareness of chapter activities among current members, while also promoting upcoming events to future members and recognizing ways in which AOA enriches our local community at USU.

Important time points:

- Fall Newsletter: October-November
 - Should include information specific to new AOA leadership, Specialty Night, research/award/service project information
- Spring Newsletter: March-April
 - Should include information specific to application deadlines/new selection results, AOA banquet, research/award/service project information

AOA Banquet Officer:

- Description: Plans and executes all aspects of the annual AOA induction banquet
- Current state: Reviewing candidates for banquet guest speaker in conjunction with the Visiting Professor officer (ENS Chandler Bennett), reviewing potential venues and negotiating costs, conducting budget analysis to determine funds available and

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

- setting ticket prices, drafting banquet script/schedule, considering possible survey amongst AOA membership to improve and revise previous events.
- Goals: Maintain the high standard for AOA banquet that has been previously set. Meet important time points as per below. Continue above analysis to determine optimal venue and agenda/script.
 - Important time points: Set banquet date, venue and ticket prices - NLT Feb 15 2020. E-invites released: TBD, but shortly after venue and prices are set, new class has been identified. Script finalized: Two weeks prior to event. Event - 15 Apr 2020 - 15 May 2020

Webmaster:

As Webmaster, my responsibility is to maintain and update the website of USUHS Chapter of AOA. My other collateral task includes assisting the other officers with their website needs to ensure that their goals are accomplished and their messages are conveyed effectively to the rest of USUHS AOA as well as other prospective members and alumni. Currently, the website has been updated to reflect the changes in leadership but we are currently working to update the 'AOA at USU Overview' as well. Other goals include working along with the Treasurer to manage AOA membership and create a list of members and alumni who have completed dues as well as those who may still need to contribute as these funds go toward supporting AOA funded activities at USUHS. We hope to have a comprehensive database of these members by the end of the year.

Underclass Outreach Officers:

The primary goal of the AOA Underclass Outreach Officers is to promote engagement in scholarship, leadership, and community service throughout each student's time at USU. We aim to achieve this goal by increasing the visibility of AOA from the start of medical school and facilitating increased interaction between all classes. Our most recent accomplishment toward these aims was advertising AOA to the junior classes: first in April in an email to c/o 2021 and 2022, then again in August to the incoming first year class during their interest group fair. We are currently partnering with Dr. Bell in OSA to establish a peer-mentorship program. Our vision is that students with at least one year of experience at USU (MS2-MS4) can apply to mentor junior students in areas such as academics and financial matters. USU students will then be able to choose from a list of mentors posted on OSA's upcoming intranet site as well as the USU AOA webpage. Our overall objective is to recruit mentors, post their biographies, advertise to junior students, as well as host an informal mentor/mentee meet and greet within the next few months.

Here is a [link](#) to our Task assignment Google doc, where you will find our tasks listed in chronological order by deadline with links to supporting documents where appropriate.

Alumni Outreach Officer:

This year, I am partnering with OSA and the underclass outreach officers to create a new mentorship program at USU that provides partnerships at the peer-to-peer as well as resident/attending-to-medical student level. While we are in the early stages of planning, we are hoping to cover broad areas of challenges that medical students currently face, including career considerations, cultural/acclimation, family demands, academics, balance/burnout, and mood/mental health. Our goal for this year is to get the program up and running and have a concrete plan to pass down to next year's officers.

Volunteer Coordinator Officer:

As Volunteer Coordinator, you are in charge of the volunteer programs in AOA, and indirectly, throughout the USU community. You will have an additional volunteer coordinator(s) selected from the USU School of Medicine who can assist you with these endeavors. Main priorities include managing existing volunteer activities (currently the N

"Be worthy to serve the suffering" – William K. Root MD, Founder 1902

Street Village health education program), sending out the monthly USU Volunteer Digest, and reaching out to existing or creating new volunteer opportunities both within USU and in the larger community.

Our main priorities this year were to make getting involved in volunteering easier and to provide additional opportunities for those who wish to do so. We've accomplished 3 things in that regard.

- First, we've partnered with the Walter Reed residents to include their activities in our volunteer digest.
- Second, we worked on creating a volunteer website set up to provide one easy place to access the rules and regulations of volunteering, as well as a list of ongoing activities. This site should go live in December.
- Finally, we are in the process of developing a recurring volunteer activity with Fisher House. We had hoped to create a "AOA Signature" volunteering event, and Fisher House was an organization we highlighted as a priority.

Aside from getting more opportunities in the community for students who want to volunteer, another priority I'm working on is to recognize students who have been active in volunteering throughout medical school. I've been in talks with OSA regarding possible graduation honors for students active in volunteering, and hopefully this will get set up by the time we graduate.

As far as timelines, the volunteer digest typically needs to be sent out the first of each month, so work with your additional volunteer chairs to get this put out in a timely manner. That said, volunteer events are always occurring, so there isn't a hard and fast time to get started with things, though I would start early. With Fisher House, I started reaching out in July/August, and I started setting up the N Street Village logistics in May, before the next academic year started. There is also the Health and Wellness Fair in the spring that I will start working on sometime in December/January as well.

Medical Education Elective Course Directors:

There are two student course directors for the Medical Education Elective. The aim of the elective is to offer MS4s the chance to develop their identity as educators before leaving for GME training by pairing MS4s with faculty to lead MS1 small group activities including ICR, ICS, ultrasound, CMS, and reflective practice. As course directors, we are responsible for the preparation and logistics of the course. The position involves coordinating multiple participants, making room reservations, drafting calendars, and communicating promptly with faculty. Within the AOA chapter, the position serves a role as part of the chapter's underclass outreach and peer mentorship to MS1s.

Currently, we are working on planning the schedule for next year's first iteration of the elective in Round 9. We are also in the early stages of incorporating the Supplemental Instruction model of peer education into the curriculum for the elective. Our goals for the year include successfully incorporating a record number of enrolled MS4s into the MS1 curriculum and improving the peer education and mentorship aspect of the elective through the Supplemental Instruction model. We plan to offer the elective for five rounds during calendar year 2020. We also plan to reach out to the Class of 2021 in February 2020 to accept applications and select two new student course directors to run the elective for 2021.