

10/31/2022 -
11/04/2022

Course Director
Associate Course Director(s)
Teaching Faculty

Stefan Riedel, MD, PhD
Kerry O'Brien, MD ; Cynthia Hayne, MD
Timothy Graham; George Hercules; David Kemble, PhD; Yuhō Ono, MD; Bentley Rodrigue, MD; Alan Sanfilippo, PhD; Lynne Uhl, MD

DATE	DAY	TIME	ACTIVITY TYPE	TOPIC	LECTURER / ATTENDING	SPECIFIC INSTRUCTIONS		
MONDAY	10/31/22	7:50	Welcome & Introduction (incl. Breakfast)	Introduction to the Course	Drs. Riedel, O'Brien, Hayne			
		8:15	Lecture	Laboratory Operations & Competencies of the Pathologist	Dr. Riedel & Dr. O'Brien			
		9:00	Break					
		9:10	Lecture	Pathology and Laboratory Medicine : Laws & Regulations	Dr. Riedel			
		10:00	Break					
		10:10	Lecture	Introduction to Risk Management	Dr. Riedel			
		11:00	Break					
		11:05	Lecture	Principles of Laboratory Quality Management I (Introduction)	Drs. Riedel & O'Brien			
		12:00		Lunch Break				
		13:00	Lecture	Ethics for Pathology & Laboratory Medicine	Drs. Riedel & O'Brien : TBD			
		13:50	Break					
		14:00	Lecture	Laboratory Information System	Timothy Graham & Dr. Riedel			
		15:00	Break					
		15:15	Lecture	Introduction to CAP Lab Accreditation Program	Dr. Riedel			
		16:00	Break					
		16:15	Introduction for CAP MOCK Inspection: Review Questions & Homework	Review Questions : CAP Inspector Assignments	Drs. Riedel, O'Brien, Hayne	Residents will have to take the CAP Inspector Training (online)		
		17:00		End Day 1				
TUESDAY	11/1/22	7:50	Welcome	Welcome & Introduction	Drs. Riedel, O'Brien, Hayne			
		8:00	Lecture	Introduction to Laboratory Safety	George Hercules			
		8:45	Break					
		8:50	Lecture	Laboratory Safety - Biosafety	Dr. Riedel			
		9:30		Laboratory Safety Tour	Laboratory Tour: Safety Inspection	George Hercules (& Dr. Riedel)		
		9:45	Break					
		10:30		Laboratory Safety Jeopardy Quiz & Interactive Scenarios	Laboratory Safety	George Hercules & Dr. Riedel		
		10:45		Lunch Break				
		12:00						
		13:00	Lecture	Method Verification & Validation	Dr. Kemble			
		13:45	Break					
		13:50	Case Exercise & Discussion (Method Validation)	Method Verification & Validation	Dr. Kemble			
		14:30	Break					
		14:45	Lecture	Continued Monitoring of Methodologies in Use	Dr. Kemble			
		15:30	Break					
		15:35	Case Exercise & Discussion ("Method Monitoring")	Continued Monitoring of Methodologies in Use	Dr. Kemble			
		16:00	Break					
16:15	Review (Q&A)	Review Questions	Dr. Riedel					
17:00		End Day 2						
WEDNESDAY	11/2/22	7:50	Welcome	Welcome & Introduction	Drs. Riedel, O'Brien, Hayne			
		8:00	Lecture	Principles of Laboratory Quality Management II	Dr. Riedel			
		8:25	Break					
		8:30	Interactive Session: Lecture & Group Discussion & Exercise	Quality Management in Anatomic Pathology (AP)	Dr. Hayne			
		9:30	Break					
		9:35	Interactive Session: Lecture & Group Discussion & Exercise	Quality Management in Laboratory Medicine (CP)	Drs. Riedel, O'Brien & Rodrigue			
		10:30	Break					
		10:45	Lecture & Exercise	Laboratory Quality Management: Root Cause Analysis	Dr. Riedel, Dr. Uhl, Cory Williams			
		12:00		Lunch Break (sponsored lunch)				
		13:00	Lecture & Exercise	Laboratory Quality Management: Failure Mode and Effect Analysis & Six Sigma	Dr. Riedel, Dr. Uhl, Cory Williams			
		14:00	Break					
		14:05	Lecture	Introduction to Finance Management	Dr. Riedel	Budgeting, Cost of Laboratory Operations		
		15:00	Break					
		15:05	Lecture	Finance Management: Healthcare Systems Management	Dr. Riedel	Reimbursement & Payment for Services (incl. concepts of health insurance)		
		16:00	Break					
		16:05	Finance Case Exercise & Discussion	Budgeting & Review Process	Dr. Riedel & Dr. O'Brien			
		17:15		End Day 3				
THURSDAY	11/3/22	7:50	Welcome	Welcome & Introduction	Drs. Riedel, O'Brien, Hayne			
		8:00	Lecture	Personnel Management I : Introduction & General Concepts	Dr. Riedel			
		8:55	Break					
		9:10	Lecture	Personnel Management II : "Dealing with Difficult People"	Dr. Riedel			
		10:00	Break					
		10:15	Short-Lecture & Interactive Group Discussion and Q&A	Introduction to Pathology Administration	Dr. Uhl, Dr. Collins, Pamela Murphy & David Strongin	Drs. Riedel & O'Brien		
		10:55	Break					
		11:00	Lecture	Risk Management & Legal Affairs	Kristen Beech: HMFP Chief Legal Officer			
		12:00		Lunch Break (sponsored lunch)				
		13:00	Group Exercise : Personnel Management I	Case scenarios for personnel management	Drs. Riedel, O'Brien, Rodrigue, Ono & Sanfilippo			
		14:15	Break					
		14:30	Group Exercise : Personnel Management II	Case scenarios for running meetings & leadership skills	Drs. Riedel, O'Brien, Rodrigue, Ono & Sanfilippo			
		15:45	Break					
		16:00	Lecture : Board Review	Board Review (Q&A)	Dr. Riedel			
		17:00		End Day 4				
		FRIDAY	11/4/22	7:50	Welcome	Welcome & Introduction		
				8:00	CAP MOCK Inspection			
8:30	Pre-Summit Meeting							
10:30	Summation for MOCK Inspection			MOCK LABORATORY INSPECTION	Drs. Riedel, O'Brien, Hayne	Includes Breakfast during Introduction & Role Assignments Team leader to meet with Dr. Uhl (time, TBD)		
10:45								
12:00				Lunch Break				
13:00	Lecture & Interactive Group Discussion			The Pathology Position : Practice Settings & Interview Skills	Dr. Riedel & Dr. O'Brien, TBD	additional faculty (TBD) to participate		
13:45	Break							
14:00	Competency Assessment			Competency Assessment (MCO)	Drs. Riedel & O'Brien			
15:00	Break							
15:15	Course Review & Critique	TBD	Drs. Riedel, O'Brien, Hayne					
16:15		End of Day 5						