



American Physician Scientists Association Institutional Representative Packet

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Purpose of this packet: The goal of this resource packet is to clearly define what APSA is and the role of Institutional Representatives (IR) in APSA. Please read the entire packet in order to discover all of the opportunities that are available through APSA to you personally and to your colleagues at your institution.

Section 1: What is APSA?

The **American Physician Scientists Association (APSA)** is a student-run national organization dedicated to addressing the needs of future physician-scientists with respect to their training and career development. APSA strives to be the student physician-scientists' leading voice for improving educational opportunities, advancing patient-oriented research, and advocating for the future of translational medicine. While translational medicine is often associated with dual-degree training, APSA **actively encourages students from MD-only, DO-only, or PhD-only tracks as well** to participate and engage in organization activities and professional development opportunities.

Section 2: What are the Roles of an APSA Institutional Representative?

As liaisons between APSA and institutions engaged in the training of physician-scientists, **Institutional Representatives (IR)** are tasked with working on behalf of APSA to advance its mission and raise awareness of APSA at their home institution. In addition to facilitating APSA's overall goals, IRs should provide a voice for the student population that they represent.

On campus, IR responsibilities include but are not limited to:

- Initiating and maintaining contact with different populations that may benefit from learning more about APSA, such as:
 - Dual degree students such as MD/PhD students and MD/MPH students
 - MD-only, DO-only, and PhD-only students
 - Non-traditional track students taking time off from their degree(s) for academic scholarship such as HHMI scholars, or students pursuing Masters degrees
 - Undergraduate students
 - Residents
 - Directors of MD/PhD programs
 - Deans or Administrators
 - Research clubs or organizations
 - Physician scientists
- Encouraging students to obtain APSA membership (see Sections 3-6 for list of benefits and template e-mail) in order to have access to a larger network of physician scientists
- Facilitating the formation of Local Chapters (see Section 4) when appropriate leadership can be identified and sustainability of the Chapter is probable
- Distributing information about APSA events and opportunities on and off campus
- Gathering feedback about APSA directives
- Spearheading a yearly election towards the end of one's term to ensure continuity of IRs and informing the APSA of the newly elected IR in order to ensure a smooth transition
- Striving to exemplify the goals and missions of APSA at their institution

Off campus in order to expand their own network with physician-scientists, IRs are strongly encouraged (but not required) to:

- Attend the Annual APSA Meeting in order to represent their institutions during the APSA Business Meeting
- Serve on one of APSA's standing committees (Events, Fundraising, Memberships, Partnerships, Policy, and Public Relations). These standing committees not only rely on the APSA IRs and other APSA members to achieve their goals, but also heavily rely upon them for continuous feedback and advice to guide the individual committee's path and future
- Consider serving on the APSA Executive Council. Once an APSA Member has served as an IR, he/she becomes eligible to run for any of the positions on the Executive Council including President, Vice-President, Member-At-Large (to represent the MD-PhD voice), Member-At-Large (to represent the MD- and DO-only voice), Member-At-Large (to represent the social sciences / humanities), and Chair of any of APSA's Standing Committees.

Institutional Representatives are expected to regularly communicate with APSA National, updating them on events planned at IR home institutions and any new initiatives planned or implemented. To post news regarding exciting happenings for physician-scientists on their campus or of their local chapters on the APSA National website, please feel free to contact Tim Kennell (tim.kennell@physicianscientists.org). IRs may contact the ir@physicianscientists.org, APSA President Alex Adami (alexander.adami@physicianscientists.org), or APSA President-Elect Jillian Liu (jillian.liu@physicianscientists.org) with any of their questions or concerns.

Section 3: Membership Benefits for Joining APSA National

As stated previously, one of the main goals of the Institutional Representative should be to encourage students to obtain APSA membership in order to have access to a larger network of physician scientists and to encourage institutional memberships as well. Below is a list of the numerous benefits of joining the organization, which include extensive networking opportunities on the regional and national levels, representation and advocacy for policy changes in physician scientist education and career development, travel awards, and partnerships with numerous other professional societies, among other benefits.

Meetings -

Annual Meeting

- Held in direct conjunction with the annual meetings of the American Society for Clinical Investigation (ASCI) and Association of American Physicians (AAP), as well as the Central Society for Clinical and Translational Research (CSCTR) and Midwestern Section of the American Federation for Medical Research (MWAFFMR)
- Mentorship breakfasts with established physician scientists from several of our partner organizations.
- Lunch with residency directors at some of the top institutions in the United States
- Poster session in direct conjunction with the ASCI and AAP, as well as a separate poster session in conjunction with the CSCR and MWAFFMR.
- Talks given by high-profile translational researchers invited by APSA, ASCI, and AAP
- Career Development Panel discussions given by residents in top institutions, including some in the new fast-track research residency programs, sponsored by APSA as well as ASCI and AAP.
- Numerous networking opportunities with world-renowned physician scientists, residency directors, NIH funding directors, residents, post-docs, not to mention hundreds of other students.
- Exposure to Deans, Department Chairs, and other high-profile members of the ASCI and AAP.
- Opportunities for APSA-sponsored and CSCR/MWAFFMR-sponsored travel awards.
- Opportunities for publication of presentation abstracts for those presenting in the CSCR/MWAFFMR poster session.

Regional Meetings

- Held in the Midwest, Northeast, South, Southeast, and West each fall.
- Inspiring talks and discussions with world-class physician scientists.
- Breakout sessions discussing the how-to logistics of your future career combining science and medicine, guided by those who have done it successfully.
- Networking dinner and social sessions with nearby students and top physician scientists from your geographic region.

Involvement -

- APSA provides a unified voice in advocating on behalf of physician-scientist trainees, on such issues as USMLE exams, funding, development of training curricula, and integrating more research into medicine.
- Ensures that physician scientist trainees are represented in such organizations as the ASCI, AAP, and the AMA.
- Supports regional networks among your nearby institutions, to encourage enriching communication, program development, and local networking.
- Offers many opportunities for leadership at the local, regional, and national levels through involvement in institutional representation, standing committees, and executive council positions within the APSA.
- Voting opportunities at the annual APSA business meeting for Full Members who decide to get involved in APSA representation and leadership.
- Provides opportunities for political and lobbying involvement in policy issues related to physician scientist training.
- Offers many avenues of networking opportunities, from local, regional and national APSA meetings to sponsorship of online interactive networks.

Website privileges -

- Secure access for members to the APSA website.
- Website is a convenient source for information on many issues related to physician scientist training, including
 - Vast contacts for relevant funding and grants
 - Advice on training issues
 - Program layout comparisons
 - Resources for connecting with other trainees, residents, postdocs, and established practicing physician scientists.

Additional Benefits for Full Members -

- Opportunities to reach out to APSA partner organizations, such as the Infectious Diseases Society of America, for regional speakers or guest faculty speakers at your institution (See Section 5)
- Discounted registration to the APSA Annual Meeting.
- Free/Discounted registration to APSA's Regional Meetings.
- Access to travel grants and poster awards at both APSA Regional and Annual Meetings and access to ASCI/AAP mentoring events.
- Participation in brand new APSA discipline-specific Interest Groups and access to mentors in Emergency Medicine and Infectious Diseases, Immunology, and many more.
- Travel awards to a variety of scientific meetings - list for the 2016-2017 Academic Year
 - Introduction to Academic Radiology from the Radiologic Society of North America
 - Kidney STARS from the American Society of Nephrology
 - Member for a day from the American Association of Thoracic Surgeons
 - Experimental Biology from the American Society of Investigative Pathology (ASIP)
- Opportunity to attend the Experimental Biology Meeting Annually because APSA is a guest society of the ASIP.
- Discounted Registration at other society's meetings
 - Pathobiology for Investigators, Students and Academicians from the ASIP

- Opportunities to be involved in APSA leadership roles, including positions as an APSA Institutional Representative and even elected positions to the Executive Council

Section 4: Institutional Representative Contest

This year, APSA is holding a **contest to grow our membership**. Whichever institution has the highest percent increase in APSA members between September 1 - December 15, 2016 will receive a **FREE Institutional Membership for their institution for the following 12-month period (>\$500 value)**. In addition to a free one year institutional membership for your institution, we are also offering the following individual prizes to the contest winners:

- First place will receive free registration to APSA annual meeting for the institutional representative plus free registration for two APSA members at the same institution (>\$100 value per registration)
- Second place will receive free registration for the IR plus one
- Third place will receive free registration for the institutional representative

The success of this contest relies on active participation by our Institutional Representatives (IRs), and we are requesting the IRs from across the country reach out to the student body of aspiring physician-scientists (MD/PhD, MD, DO, MD/MPH, etc) at their home institution via email, webpage announcements, announcements before class to encourage their peers to join APSA. Please help APSA and your institution start the year off strong by recruiting your colleagues to join our organization.

Section 5: APSA Partnerships

APSA's partner societies and the partnerships committee are an excellent resource to help recruit speakers for APSA-related meetings and online seminars. Our partner societies can provide recommendations for potential speakers and can help encourage participation from leaders in their fields.

Our partner societies include:

- Academy of Clinical and Laboratory Physicians and Scientists (ACLPS)
- American Association of Immunologists (AAI)
- American Association for Thoracic Surgery (AATS)
- American College of Rheumatology (ACR)
- American Society for Clinical Oncology (ASCO)
- American Society for Investigative Pathology (ASIP)
- American Society for Nephrology (ASN)
- Infectious Disease Society of America (IDSA)
- Society for Academic Emergency Medicine (SAEM)
- Society for Investigative Dermatology (SID)

Society for Pediatric Research (SPR)/American Pediatric Society (APS)

For additional information on APSA Professional Society partnerships, please feel free to contact contact Karen Doersch (karen.doersch@physicianscientists.org).

Section 6: Institutional Representative Template E-mail

Below is an e-mail template to send out to your colleagues and administration on campus to encourage them to join APSA. We also encourage you to contact your MD/PhD program listserv, your school of medicine list serv, and medical school social media groups as well. We would like to emphasize again that APSA actively encourages students from MD-only, DO-only, or PhD-only tracks as well to participate and engage in organization activities and professional development opportunities, so please e-mail the graduate programs and make an effort to engage the non-MD/PhD School of Medicine student body as well.



Hello everyone,

My name is _____, and I am our Institution's Representative for the American Physician-Scientists Association (APSA). APSA is a national organization dedicated to addressing the needs of future physician scientists with respect to their training and career development, and it strives to be the student physician-scientists' leading voice for improving educational opportunities, advancing patient-oriented research, and advocating for the future of translational medicine.

There are numerous benefits for joining APSA, including extensive networking opportunities with leading clinical investigators on regional and national levels, representation and advocacy for policy changes in physician scientist education and career development, travel awards, and partnerships with numerous other professional societies, among other benefits.

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- Second place will receive free registration for the IR plus one

Thank you for your time and looking forward to working and interacting with everyone! Please feel free to contact me

Best regards,
