March 29, 1996

MEMORANDUM

TO: Council of Deans

FROM: Joseph A. Keyes, Jr.

SUBJECT: Deans Roundtable Meeting - Wednesday, June 12, 1996

I am pleased to enclose program and registration information on the next Deans Roundtable: Clinical Faculty Practice, Organization, and Productivity. It will be held on Wednesday, June 12, from 10:00 a.m.-3:00 p.m. at the Ritz-Carlton Tysons Corner Hotel in McLean, Virginia. The hotel is situated midway between Washington National and Dulles International Airports.

We were delighted that so many of you attended the first Roundtable in Chicago on March 4 and anticipate that the June meeting will be just as well received. Note that the COD Administrative Board has determined that attendance at Deans Roundtables is limited to Council of Deans members.

Please make your room reservations directly with the hotel by Wednesday, May 15. To allow us to make appropriate arrangements for the meeting, we are again requesting that you register in advance. Please return the registration form by Monday, June 3.

If you have any questions about the meeting program, contact Leslie Goode (202-828-0422 or Internet: lgoode@aamc.org); for questions about meeting arrangements, contact Irene Nicolaidis (202-828-0479).

I look forward to seeing you at the Deans Roundtable.

enclosures
Clinical Faculty Practice, Organization, and Productivity

Wednesday, June 12, 1996
10:00 a.m.-3:00 p.m.
Ritz-Carlton Tysons Corner Hotel
1700 Tysons Boulevard, McLean, Virginia
(Between Washington National and Dulles International Airports)

AGENDA

10:00 Welcome and Introductory Remarks
  - Dodd Wilson, M.D.
    Dean, University of Arkansas College of Medicine
    Chair, AAMC Council of Deans

10:15 Development and Organization of Clinical Faculty Group Practice
  - Harold Paz, M.D.
    Dean, UMDNJ-Robert Wood Johnson Medical School
    Chair, AAMC-UHC Group Practice Research Task Force
  - Steven Moody
    President, Meaghan Jared Partners, Inc.
    Consultant to Group Practice Research Task Force

11:30 Collecting Data on Clinical Faculty Activity
  - Robert D’Alessandri, M.D.
    Dean, West Virginia University School of Medicine
    Member, Group on Faculty Practice Data Committee
  - Michael Berman, M.D.
    President, University of Maryland Medical Foundation and Chair of Pediatrics
    Chair, AAMC-MGMA Project Advisory Committee

12:45 Lunch

1:30 Project Example
  - Ken Sharigian
    Executive Director, Faculty Practice Organization of Stanford Health Services

2:45 Closing Remarks
  - Dodd Wilson, M.D.

3:00 Adjourn
MEETING SITE & TRAVEL INFORMATION
FOR
AAMC Deans Roundtable:
Clinical Faculty Practice, Organization, and Productivity
June 12, 1996

Ritz-Carlton Tysons Corner, 1700 Tysons Blvd., McLean, Virginia 22102
Phone: (703) 506-4300  Guest Fax: (703) 506-2694

GETTING TO THE HOTEL
The hotel is located at the crossroads of the Capital Beltway (I-495), the Dulles Toll Road (267), Route 66, Route 123, and Leesburg Pike (Route 7) and is adjacent to The Tysons Galleria Mall. The Ritz-Carlton is 14 miles from National Airport, 14 miles from downtown Washington, and 12 miles from Dulles airport. Taxis are available at both National and Dulles airports. Approximate fares are $28 and $25 respectively.

AIRLINE DISCOUNT INFORMATION
USAir is offering special discounted rates for this meeting. Discounts include a 5% savings off any published promotional roundtrip fare and a 10% savings off Y (full) coach class fare with seven day advance purchase. To receive this discount, you or your travel agent must use the toll free number 1-800-334-8644 and refer to the AAMC Gold File Number 11430054 when making your reservations. These discounts are valid providing all rules and restrictions are met.

HOTEL RESERVATIONS AND ROOM RATES
The hotel room rate is $139.00 single/double per night and is available from June 10-14. All rates are subject to sales tax currently at 6.5%. To make your hotel reservations, please call the Ritz-Carlton, Tysons Corner at (703) 506-4300 by May 15 to obtain the group rate. When making your reservations, please identify yourself with the AAMC Deans Roundtable Meeting. To guarantee your room, the hotel requires a deposit in the amount of one night's room and tax. Otherwise, reservations will not be held after 6:00 pm. The deposit will be applied to any guaranteed no-shows. Check-in time at the Ritz-Carlton Tysons Corner is 3:00 pm. The hotel will make every effort to accommodate early arrivals. Check-out time is 12:00 noon. You may arrange for the Bell Captain to store your luggage if you have an early arrival or a late departure.

REGISTRATION PROCEDURES
Registration Fee: $60.00
Advance registration is required. Please return registration materials by June 3rd. The registration fee covers all meeting materials, coffee breaks, and lunch. A check, institutional purchase order, or credit card information should accompany your registration form. Credit card transactions (MasterCard & Visa only) are subject to approval. Checks should be made payable to the AAMC.

CANCELLATION POLICIES
To receive a full refund, please send notice of cancellation to our offices in writing (FAX# (202) 828-1125) at least three working days in advance of the meeting. Withdrawals after that time will result in the forfeiture of the entire fee. Please be aware that the cancellation of any hotel room reservation is your responsibility. If you have any questions, please contact Irene Nicolaidis at (202) 828-0479.
AAMC Deans Roundtable:
Clinical Faculty Practice, Organization, and Productivity
June 12, 1996
Ritz-Carlton Tysons Corner, McLean, VA

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Do you or anyone attending with you require any special accommodations or services? No Yes
If yes, please describe: 

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CREDIT CARD INFORMATION (MasterCard & VISA Only)
Check One: □ MasterCard □ VISA Amount $ ________________
Card Number: ________________ Exp. Date: ________________
Name as it appears on card: ________________________________
Signature: ________________________________

PLEASE COMPLETE AND RETURN TO: Meetings Registrar
Association of American Medical Colleges
2450 N Street, N.W.
Washington, DC 20037-1126
Phone: (202) 828-0952 or 0417
Fax: (202) 828-1125

For AAMC Office Use Only:
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Ck2# Ck2 Amt: I/P AMT/RFND/DTE ISS
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