



Welcome: RSS Coordinator Training

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Associate Provost, OCPD

Jennifer Turner
Education Program Specialist, OCPD

June 10, 2026
11:00 AM

Agenda - June 10, 2026

Icebreaker

RSS Training Schedule

RSS Application Update

CME Billing Cycle Reminder

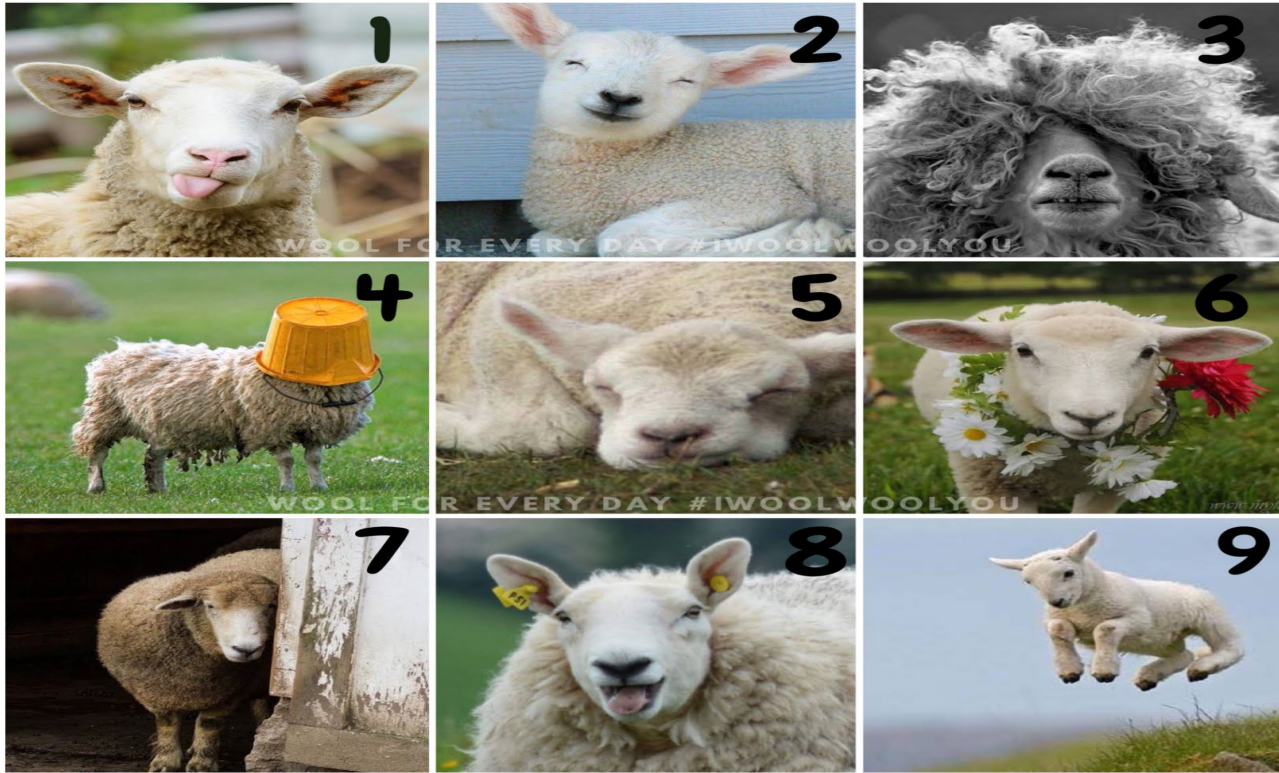
Common CE Application
Trends

End of Fiscal Year Feedback

ACCME & MAACME Updates

Wednesday Check-In
Feedback

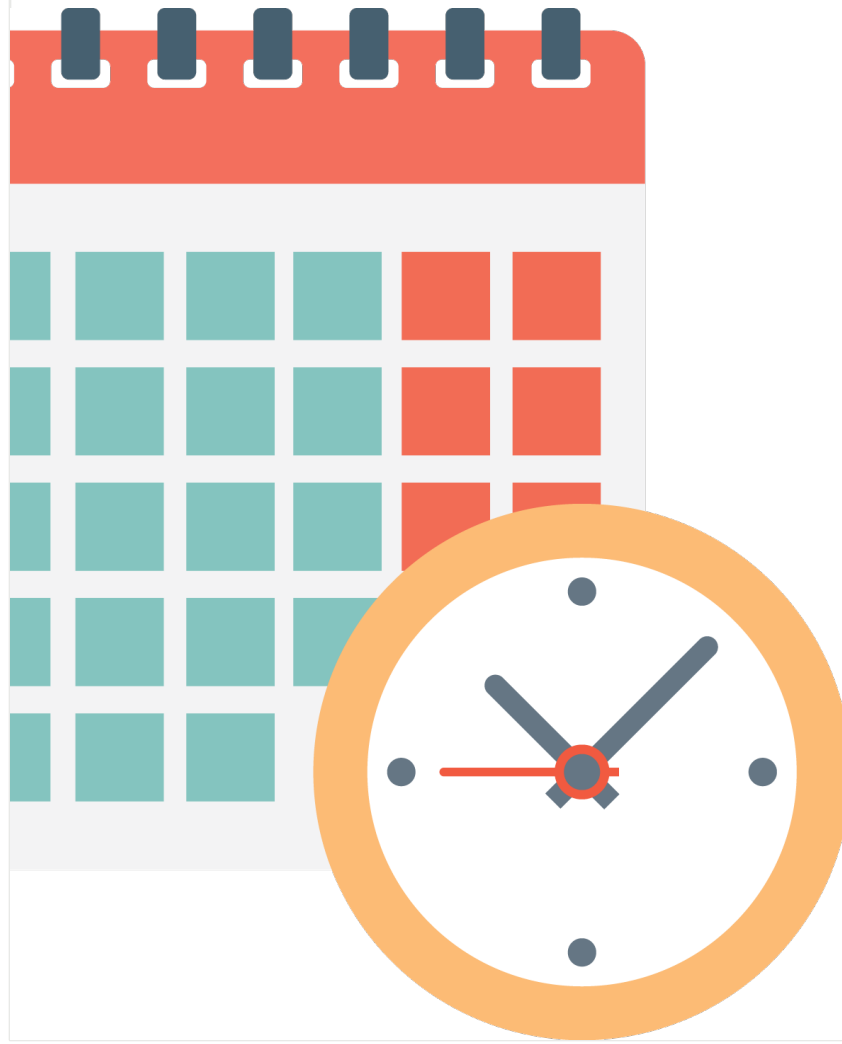
On this sheep-scale, how do you feel today?



WOOL FOR EVERY DAY #IWOOLWOOLYOU

OCPD RSS Coordinator 2026 Training

11:00 am -12:00 pm



Training Dates:

~~February 25~~

~~April 8~~

June 10 (postpone)

June 18

Bi-weekly sessions:

~~April 15~~

~~April 29~~

~~May 13~~

~~May 27~~

June 10

June 24

July 8

July 22

RSS Application and Workday Charge Code Summary

FY 2026-2027 RSS Applications	Number of New vs. Renewal	Approved Applications	Workday Charge Code Format
RSS Applications submitted • 113	RSS application summary • New: 4 • Renewals: 109	RSS applications approved. • 95	Review of full Workday charge code: • Company: CO_XXX • Ledger Account: XXXXX • Category: SCXXXX • Cost Center: CCXXXXXX • Operating Unit: OU_XXX

RSS Billing Cycle



RSS Invoicing



Billing Cycle: July - August 2026



Current Workday number and form of payment will be used



Notify us of any updates or changes in advances



Common Application Trends

Learning Objectives

- One of the most application edits involves joint accredited learning objectives
- Reminder:
 - Accredited learning objectives must begin with a measurable objective
 - Only one verb for each learning objective
 - Use Bloom's Taxonomy when developing objectives
 - Refer to the Learning Objectives Job Aid located on the Resource Tab for guidance and examples

Series End Date

- Another frequent application error is the series end date.

Reminder:

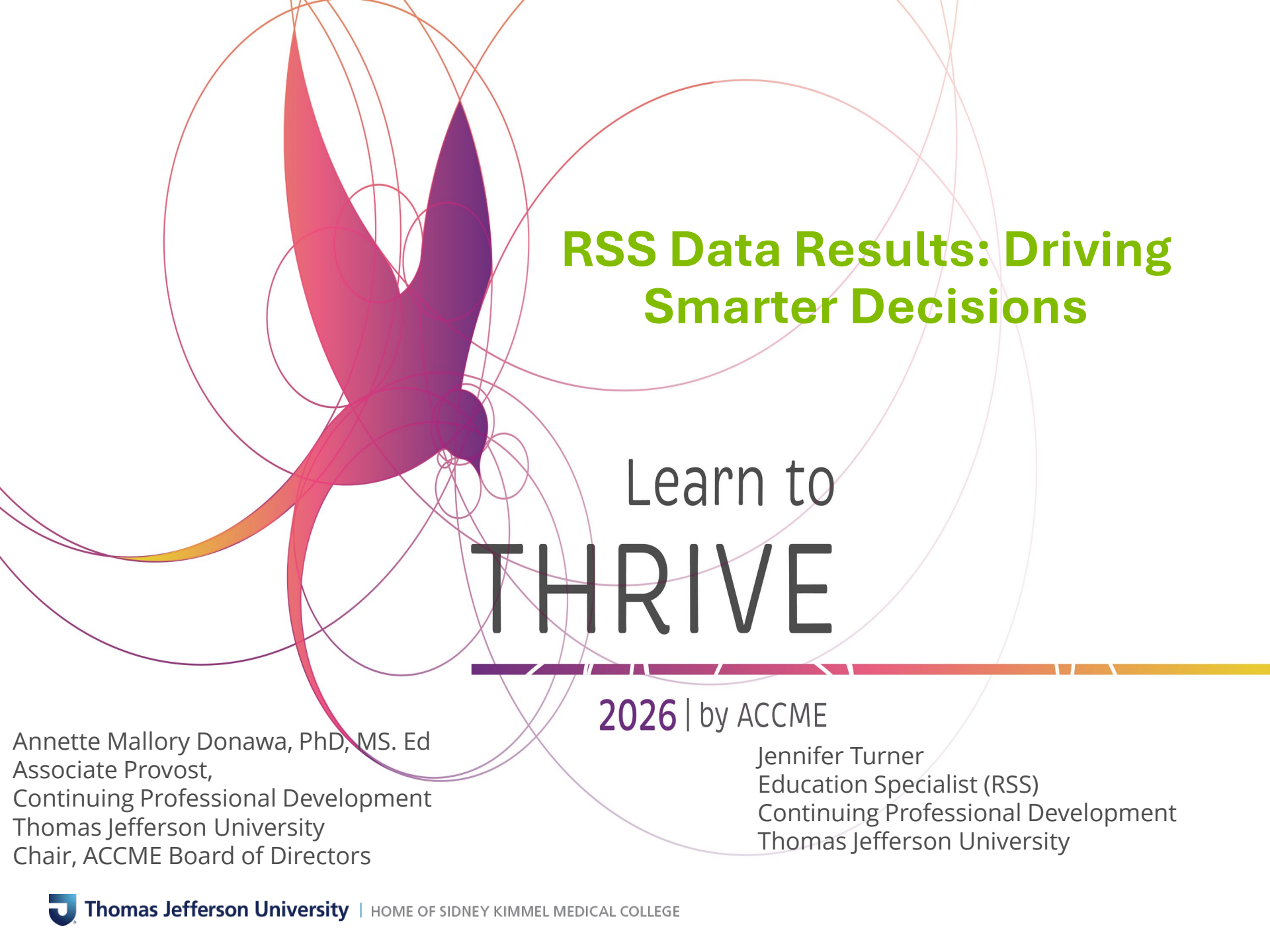
- Series end date is not the same as the activity start and end date
- Enter the final session date of the series
- For annual RSS renewals, many series will have an end date of June 30, 2027



End-of-Fiscal-Year Feedback

- **We welcome your feedback as we conclude the fiscal year!**
 - What worked well this year?
 - What challenges did you encounter with the RSS processes?
 - How can the OCPD team better support RSS Coordinators?
 - What resources, training topics, or tools would be helpful?
 - Do you have any suggestions to improve the application and renewal process?
- **End-of-Fiscal-Year Feedback survey:**
https://jefferson.co1.qualtrics.com/jfe/form/SV_6gsRkPyg6tWjXfM

RSS Updates and Professional Development; Dr. Donawa



RSS Data Results: Driving Smarter Decisions

Learn to THRIVE

2026 | by ACCME

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Education Specialist (RSS)
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Background

The one common activity type that accredited CE providers accredit is the regularly scheduled series (RSS) activity.

RSS activities can be an excellent format to:

1. Conduct training for faculty development.
2. Collect data on sponsoring departments and aggregate data
3. Use data to improve processes and support continuous improvement

Thomas Jefferson RSS Activities

RSS Type	Definition
Grand Round	Grand Rounds are a formal presentation by an expert of a clinical issue, in the presence of faculty, staff, and other health care providers.
Case Conference	A Case Conference is a meeting or discussion held concurrently between healthcare providers from different professions or specializations, arranged in advance, to discuss a patient or case in detail, and to coordinate care.
Morbidity & Mortality (M&M)	The goal of M&M conferences is to provide a forum for faculty and trainees to explore the management details of particular cases wherein morbidity or mortality occurred.
Journal Club	A journal club is a group of individuals who meet regularly to critically evaluate recent articles in academic literature, such as scientific literature, medical literature, or philosophy literature.
Tumor Board	A tumor board is a group of doctors and other health care providers with different specialties that meets regularly at the hospital to discuss cancer cases and share knowledge. The board's goal is to determine the best possible cancer treatment and care plan for an individual patient.

**Thomas
Jefferson**

**Bi-monthly
Training
Sessions
for RSS
Coordinators**

**Over 200
RSS activities**

Fiscal Year: July 1 - June 30

CE Applications due Annually:
frequency

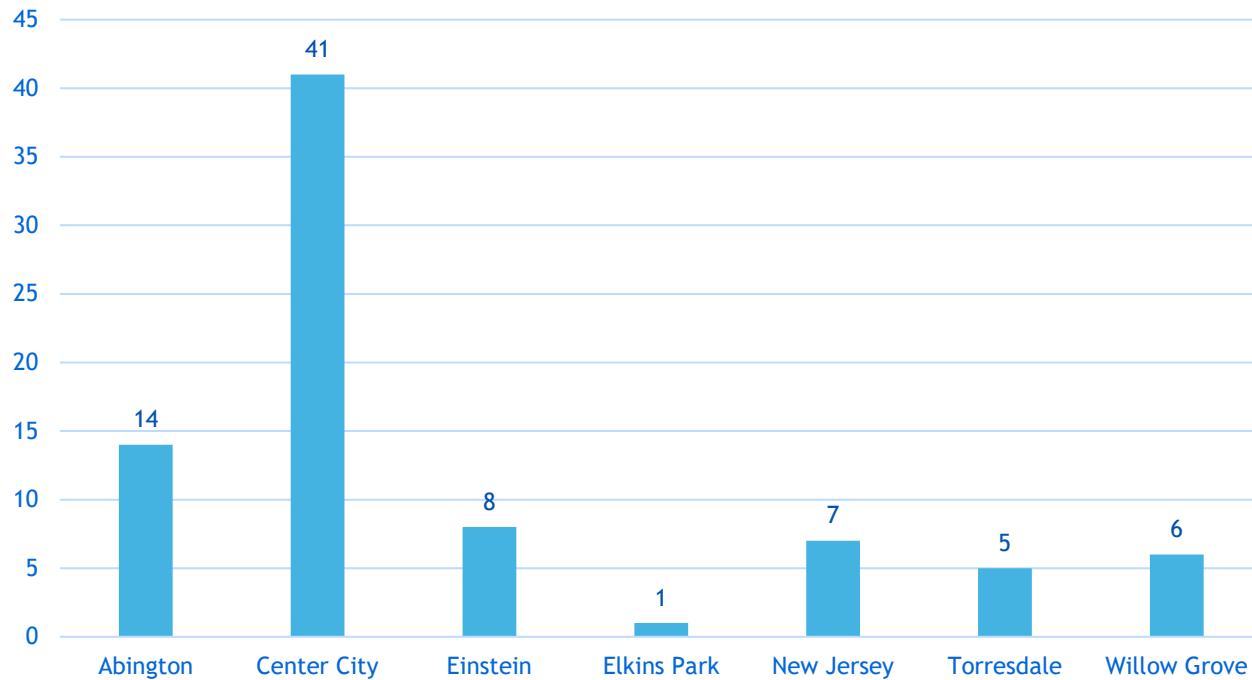
Invoicing: August/September

Evaluations: Bi-Annual

- July/August Evaluations are department level evaluations (LMS)
- December: Qualtrics: aggregate data: were goals met; intent of learner to implement strategies into practice

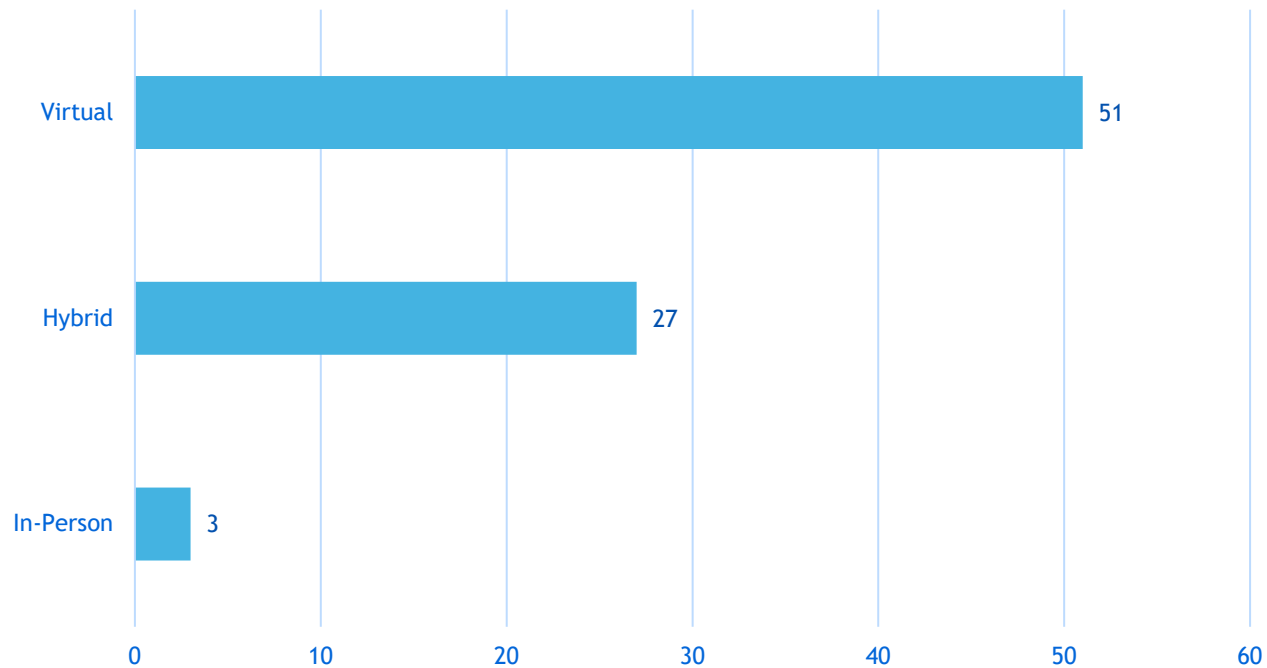
Jefferson Enterprise

Campus



Virtual, Hybrid and In-Person

Virtual and Hybrid RSS



[illegible]

So What? Relevance & Impact



- Delivering RSS virtually will continue to grow as learners depend on RSS to expand their knowledge and skills.
- Attending RSS virtually:
 - Saves time for the busy clinician
 - Increases access
 - May support personal budgets
 - Improves work-life balance
- Quality educational content can be delivered virtually
- Professional development opportunities for designing & delivering education in virtual environments



Working Group: ACCME

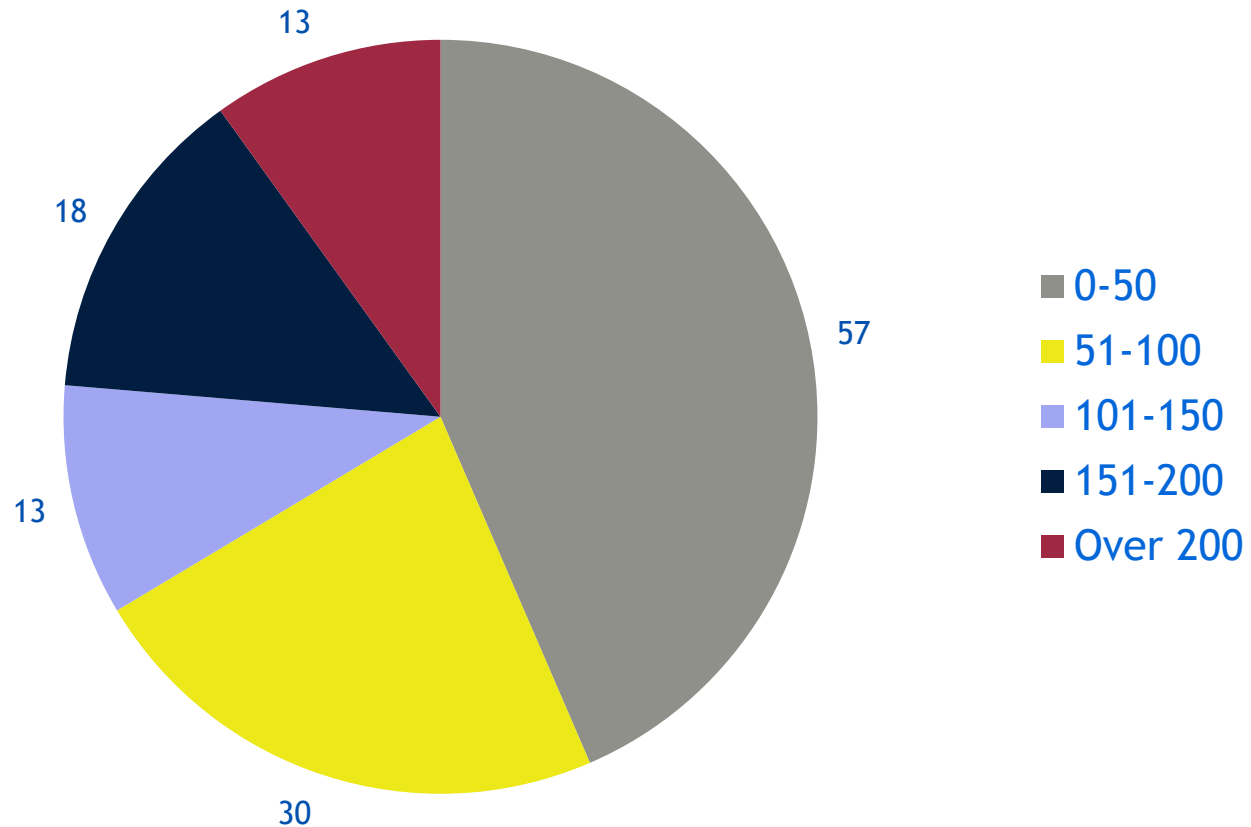
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Pronouns: she/her/hers
Executive Director, Professional Dev. & Education
Office of Faculty Affairs & Professional Development
University of Maryland School of Medicine

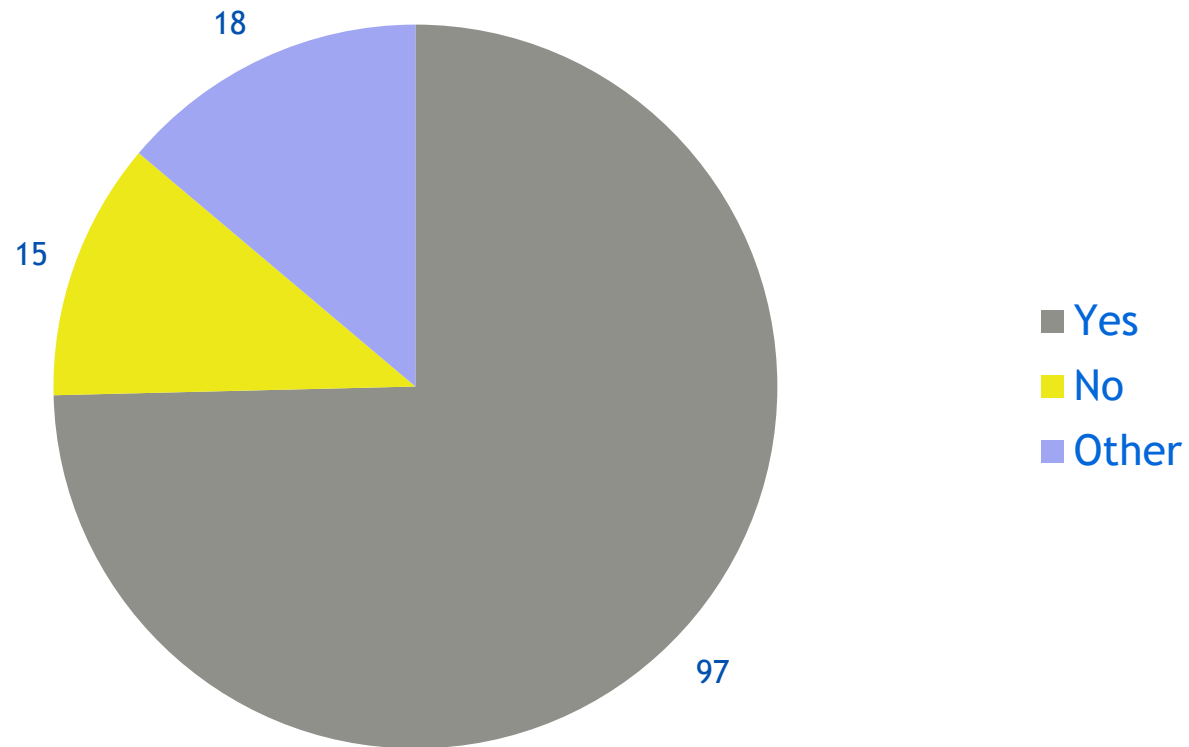
Jennifer Turner
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N=130 respondents

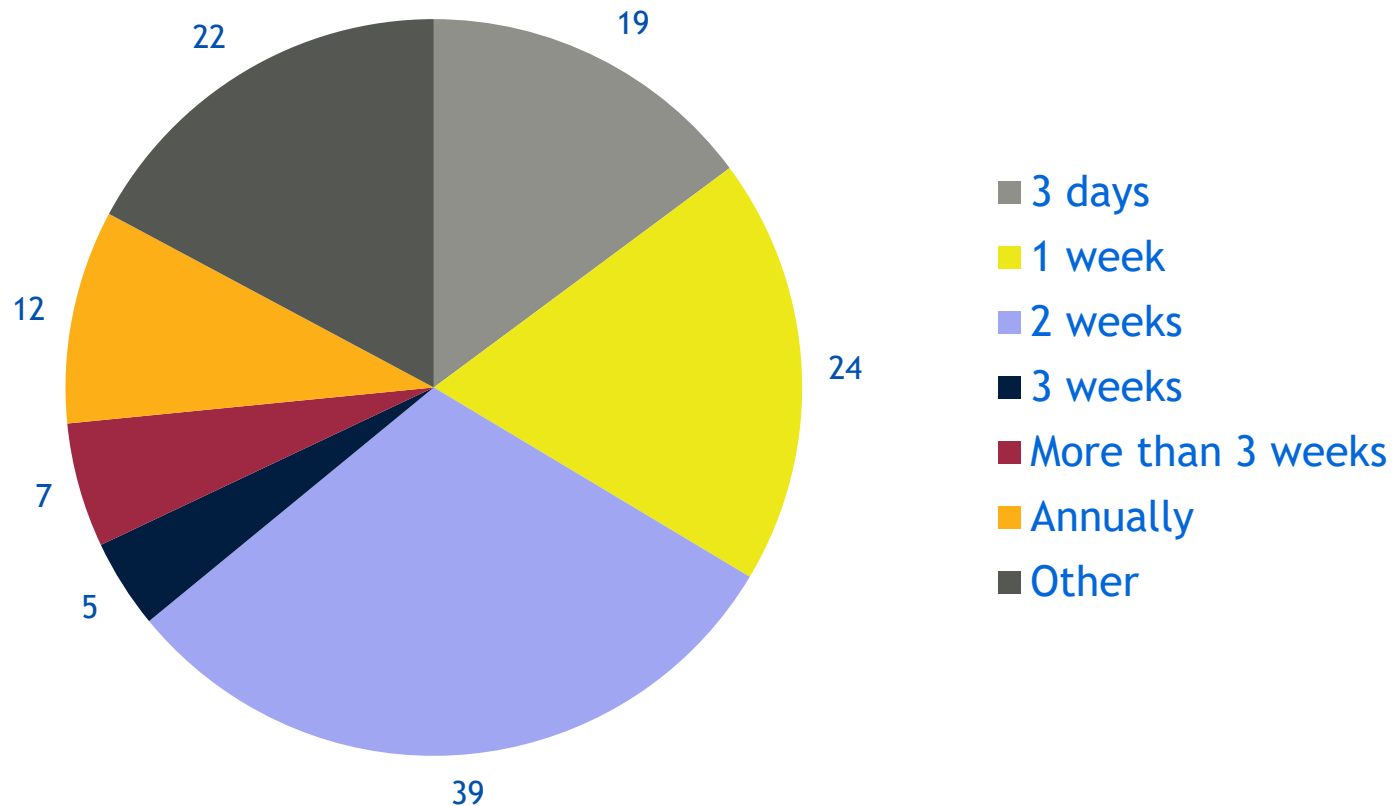
How many RSS activities do you manage?



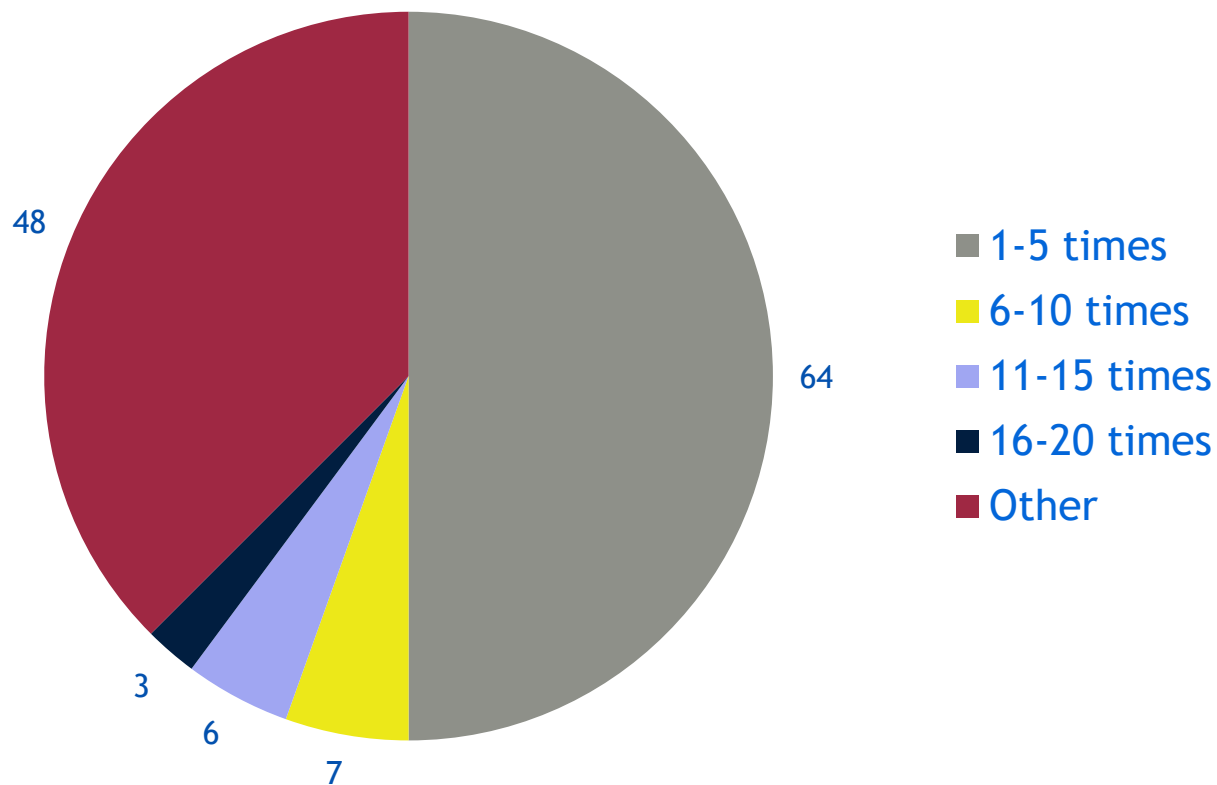
Do you use a learning management system (LMS) to manage your RSS activities?



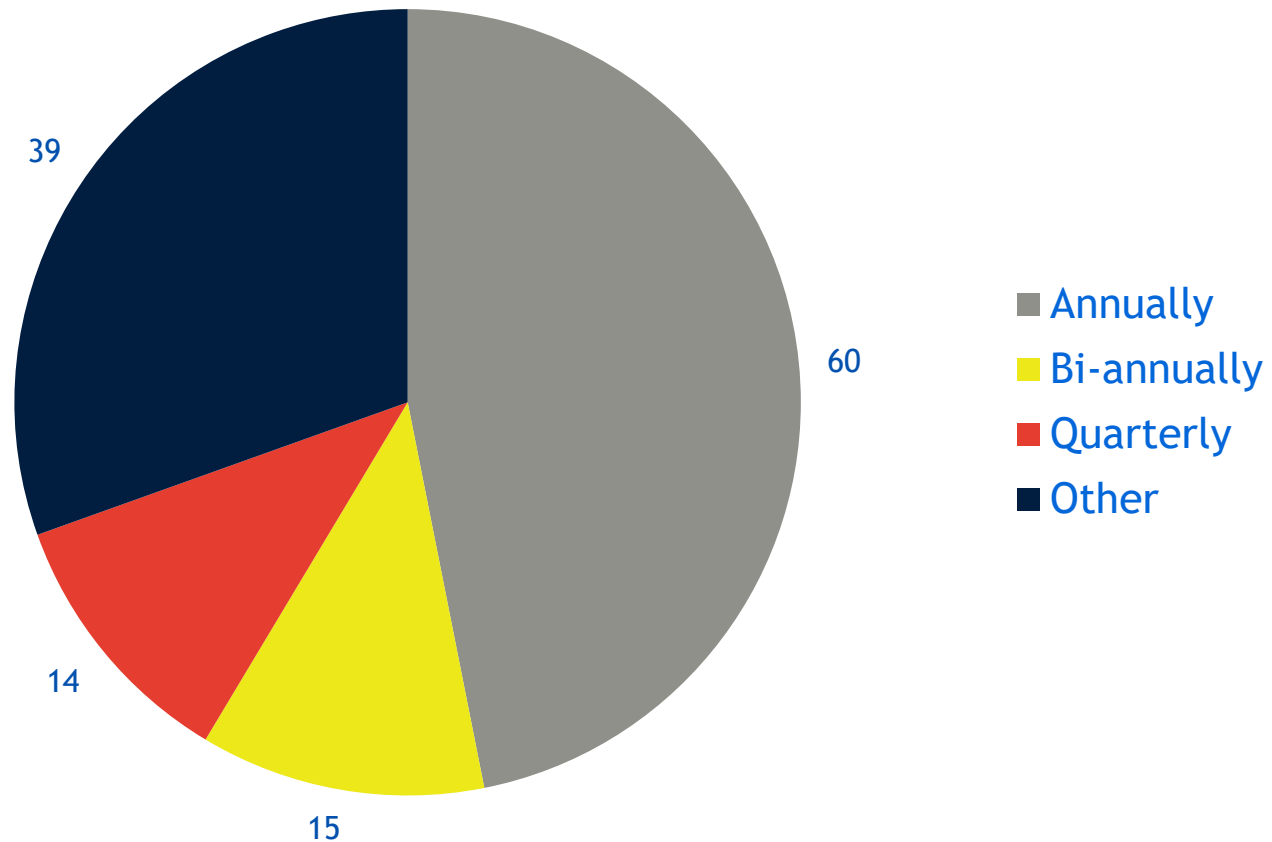
How far in advance are speaker disclosures due before the educational activity?



How often do you conduct training sessions annually?



How often do you evaluate your RSS activities?



Recommendations: Management

1

Create timelines
for milestones

2

Create a
schedule to
manage tasks

3

Create checklists
to assist with
compliance

4

Develop
standardized
templates

5

Develop FAQs for
staff & faculty

MAACME *Chats* - RSS Discussion TJU and UPenn

- **June 18, 2026 - Best Practices for Managing RSS**
 - Open Discussion 1-2PM
 - Click here to register: [MAACME Chats](#)
- **2026 Annual Conference**
 - October 28-29, 2026 (2 full days)
 - Click here to register: [MAACME Conference Registration](#)



RSS Coordinator Support

The following is the link to the **RSS Coordinator** survey:

https://jefferson.co1.qualtrics.com/jfe/form/SV_dbdo7w9PGkmOZme.



HOME OF SIDNEY KIMMEL MEDICAL COLLEGE