

## GENERAL

The Brigham Education Institute was created to integrate and grow the community of BWH medical educators, through synergizing, producing and promoting ongoing Educational Efforts. The BEI is a resource to the entire BWH community, and seeks your involvement. One means of integration is to provide a simplified and accurate directory of all Educational groups, committees, and efforts ongoing throughout our Hospital. Please notify us of additional information we can help centrally distribute, and visit our website for quick and easy assistance.

- Contacts: Exec Director: Erik Alexander, MD; Administrator: Jill Springer 617-732-7458; Project Manager: Caitlyn DeCastro 617-732-7644
- Website: [bei.brighamandwomens.org/](http://bei.brighamandwomens.org/)
- BEI Events Calendar: [calendar.brighamandwomens.org/](http://calendar.brighamandwomens.org/) | Sign up for and read about BEI Events & Announcements: [eepurl.com/cbHK-z](http://eepurl.com/cbHK-z)

## EDUCATION ADMINISTRATION & STRUCTURE

- Partners GME Office V.P.: Deb Weinstein, MD; BWH Designated Institutional Official: John Co, MD
- Brigham & Women's Education Committee: Chair: David Silbersweig, MD
- Program Directors & Fellowship Directors – [partners.org/Graduate-Medical-Education/](http://partners.org/Graduate-Medical-Education/)
- Brigham Medical Student Education: Director: Erik Alexander, MD | Administrator: Britt Simonson, M.Ed.
  - Clerkship Directors – [medcatalog.harvard.edu/](http://medcatalog.harvard.edu/)
- Continuing Professional Development: Partners CPD Office: Bob Birnbaum, MD. HMS: Ajay Singh, MD

## FUNDING

- Use PIVOT to find funding opportunities. Sign up at [pivot.cos.com](http://pivot.cos.com) using your email address & note Harvard University as your affiliate
- PHS GME Funding Opportunities: [partners.org/Graduate-Medical-Education/Centers-Of-Expertise/Funding-Opportunities-Main.aspx](http://partners.org/Graduate-Medical-Education/Centers-Of-Expertise/Funding-Opportunities-Main.aspx)
- BEI curated funding opportunities: [bei.brighamandwomens.org/educational-funding/](http://bei.brighamandwomens.org/educational-funding/)

## LEARNING & ASSESSMENT TOOLS

- New Innovations: [new-innov.com/login](http://new-innov.com/login): 617-643-6380
- HMS MyCourses: [mycourses.med.harvard.edu](http://mycourses.med.harvard.edu) | HMS Oasis & Canvas: [canvas.hms.harvard.edu](http://canvas.hms.harvard.edu) & [oasis.med.harvard.edu](http://oasis.med.harvard.edu) 617-432-2000

## TEACHING & LEARNING CENTERS

- BWH STRATUS Center for Medical Simulation: [brighamandwomens.org/STRATUS](http://brighamandwomens.org/STRATUS)
- BWH Center for Faculty Development & Diversity (CFDD) [cfdd.brighamandwomens.org/](http://cfdd.brighamandwomens.org/)
- PHS Continuing Professional Development (CPD) [phscpd.org/](http://phscpd.org/)
- HMS Academy: [hms.harvard.edu/departments/academy](http://hms.harvard.edu/departments/academy)
- HMS Continuing Edu: [hms.harvard.edu/education/continuing-education](http://hms.harvard.edu/education/continuing-education)
- HMS CME Course Catalog: [cmecatalog.hms.harvard.edu/](http://cmecatalog.hms.harvard.edu/)
- Harvard Macy Institute: [harvardmacy.org/](http://harvardmacy.org/)
- Harvard Catalyst: [catalyst.harvard.edu/education.html](http://catalyst.harvard.edu/education.html)

## ONBOARDING NEW TRAINEES & STAFFING RESOURCES

- Epic Training: [BWHCeCareTraining@partners.org](mailto:BWHCeCareTraining@partners.org)
- BWH Provider Services / Credentialing: [bwhverifications.partners.org/verifications/Login.aspx](http://bwhverifications.partners.org/verifications/Login.aspx)
- Onboarding a new HMS Medical Student: [brighamandwomens.org/About\\_BWH/volunteer/ClinicalStudents.aspx](http://brighamandwomens.org/About_BWH/volunteer/ClinicalStudents.aspx)
- Onboarding a non-HMS Medical Student: It is strongly recommended they enroll through the HMS Registrars Exchange Clerk Program
- Onboarding a Resident Trainee – Partners GME [partners.org/Graduate-Medical-Education/](http://partners.org/Graduate-Medical-Education/)
- Onboarding a Rotating Resident /Fellow- BWH Provider Services / Credentialing: [bwhverifications.partners.org/verifications/Login.aspx](http://bwhverifications.partners.org/verifications/Login.aspx)
- Observerships – Will be managed centrally by the BEI and will require specific approval of the Departmental Chairperson
- Recruiting and Onboarding new BWH Staff: [brighamandwomens.org/about\\_bwh/humanresources/HR\\_Research/default.aspx](http://brighamandwomens.org/about_bwh/humanresources/HR_Research/default.aspx)

## EDUCATION RESEARCH

- How to submit an IRB application for Educational Research: [hms.harvard.edu/departments/academy/academy-office-education-research/educational-research-review-process](http://hms.harvard.edu/departments/academy/academy-office-education-research/educational-research-review-process)
- BEI Education Research: [bei.brighamandwomens.org/educational-research/](http://bei.brighamandwomens.org/educational-research/)
- Collaboration:
  - HMS Academy Office of Education Research: [hms.harvard.edu/departments/academy/academy-office-education-research](http://hms.harvard.edu/departments/academy/academy-office-education-research)
  - BIDMC Shapiro Institute – [bidmc.org/Medical-Education/Educational-Research.aspx](http://bidmc.org/Medical-Education/Educational-Research.aspx) Contact: Amy Sullivan, MD [asulliv5@bidmc.harvard.edu](mailto:asulliv5@bidmc.harvard.edu)
  - Children's Hospital Boston Academy – [childrenshospital.org/research-and-innovation/research/office-of-faculty-development/the-academy-at-boston-childrens-hospital](http://childrenshospital.org/research-and-innovation/research/office-of-faculty-development/the-academy-at-boston-childrens-hospital) Director: Alan Leichtner, MD [CHBAcademy@childrens.harvard.edu](mailto:CHBAcademy@childrens.harvard.edu)

## USEFUL EDUCATIONAL TOOLS

- Qualtrics Survey Tool - (Free via HMS) – [collaborate.hms.harvard.edu/display/CETHelp/Qualtrics+Survey+Tool](http://collaborate.hms.harvard.edu/display/CETHelp/Qualtrics+Survey+Tool)
- Poll Everywhere – Audience Response System - (Premium version free via HMS) [collaborate.hms.harvard.edu/display/CETHelp/Poll+Everywhere+Live+Polling](http://collaborate.hms.harvard.edu/display/CETHelp/Poll+Everywhere+Live+Polling)
- Nearpod – Audience Response System – smartphone compatible - [nearpod.com/](http://nearpod.com/) (Free for an audience of 30 or fewer)
- Dropbox – [rc.partners.org/kb/article/2062](http://rc.partners.org/kb/article/2062)
- Uptodate - [uptodate.com/](http://uptodate.com/)
- NEJM Clinical Problem Solving, CPCs, - [nejm.org/medical-articles/clinical-problem-solving](http://nejm.org/medical-articles/clinical-problem-solving)
- Mediasite (Free via HMS) – [collaborate.hms.harvard.edu/display/CETHelp/Mediasite](http://collaborate.hms.harvard.edu/display/CETHelp/Mediasite)
- Swivl Robot – pair with your smart phone/pad to record a teaching video on your own – available for loan with the BEI
- Explain Everything App – Download on your smart phone/pad to create concept videos – contact BEI for more information

## BWH & HMS RESOURCES

- HMS Office of the Registrar: [hms.harvard.edu/departments/office-registrar](http://hms.harvard.edu/departments/office-registrar) & Course Catalog: [medcatalog.harvard.edu/](http://medcatalog.harvard.edu/)
- PHS Office for Interactions with Industry: [pulse.partners.org/OII/index.html](http://pulse.partners.org/OII/index.html)
- BWH Video Library: [bwhpikenotes.org/Employee\\_Resources/Facilities/Video\\_Library/default.aspx](http://bwhpikenotes.org/Employee_Resources/Facilities/Video_Library/default.aspx)
- BWH Video Recording: [bwhpikenotes.org/Employee\\_Resources/Facilities/Audio\\_Visual/default.aspx](http://bwhpikenotes.org/Employee_Resources/Facilities/Audio_Visual/default.aspx)
- BWH Medical Library: [bei.brighamandwomens.org/bwh-medical-library](http://bei.brighamandwomens.org/bwh-medical-library) | HMS Countway Library of Medicine: [countway.harvard.edu/](http://countway.harvard.edu/)
- HMS Office of Faculty Affairs: [fa.hms.harvard.edu](http://fa.hms.harvard.edu)
- PHS Employee Assistance Program: [eap.partners.org](http://eap.partners.org)

## GET VISIBLE & GET INVOLVED

- Get involved with the BEI: [bei.brighamandwomens.org/](http://bei.brighamandwomens.org/)
- E-mail [BEInnovative@partners.org](mailto:BEInnovative@partners.org) when you have news to share in the media and via social media (i.e., upcoming papers, major discoveries and milestones) or new ideas to propose to the BEI.
- Attend BEI education sessions and meetings
- If you're interested in an 'education roadshow' coming to your program, course, department or division, contact [bwhbei@partners.org](mailto:bwhbei@partners.org)