

GME PROFESSIONALS DAY

PROGRAM COORDINATOR RECOGNITION



Graduate Medical Education

The program coordinator is a member of the leadership team and is critical to the success of the program.

August 19, 2022 the Icahn School of Medicine at Mount Sinai is joining teaching institutions across the county in participating in **GME Professionals Day**, a day of recognition for the administrative teams across our Sponsoring Institution that play a pivotal role in ensuring the effective operation of our residency and fellowship training programs.

In planning for the day program directors were invited to answer some brief questions and the responses submitted highlight the many ways these individuals impact their programs. The ACGME Common Program Requirements note that "the program coordinator is a member of the leadership team and is critical to the success of the program." In the pages that follow you will have an opportunity to see more fully the valuable role that program coordinators play in ensuring the success of ISMMS training programs.



Above: Dr. Paul Sidoti, Deputy Chair for Education, Department of Ophthalmology with Kristina Alejandro, JJulianne Velez Feurtado, and Mbrikena Sharka.

Cover: Dr. Alexandra Reynolds, Program Director, MSH Neurocritical Care and Neurocritical Care Fellows with Cynthia Meyers (center).



Maxwell Bomser, Program Coordinator, MSSN Surgery

Tenure in Position: 6 years

Superpower:

Being responsive and passionate

Without them our program would:

Grind to a halt

With them our program is:

Flourishing. A place where residents can focus on their education and feel supported.

General Comments:

Max has been a very effective Coordinator for our residency, being the glue that holds everything together as there is endless coordinating to do. The residents, faculty and students depend on his work and responsiveness to accomplish their goals and do what they love to do. Described as the "heart and soul" of our program by a recently graduated chief resident Max is passionate about his work and passionate about the residents' education.

Eric Seitelman, MD, Program Director

Randy Bradford, Program Coordinator, MSH Geriatric Medicine

Tenure in Position: 9 years

Superpower:

Randy has the tremendous ability to never lose his temper! He is the program coordinator of a large fellowship program and does it with a smile on his face all the time, no drama!! He thrives through chaos! He absolutely personable and so so sooo smart. We are lucky to have him in our team.

Without them our program would:

Oh no, I can't imagine what would happen without him! He makes things happen one way or another. He keeps our fort strong and tight. He has a unique skillset and it's very obvious!

With them our program is:

The best program in the country!!!! For us to have a large program like we do, we need a solid team... and everyone knows that a strong Program Coordinator is essential... well that is what we have.

General Comments:

I admire that he knows the language and venues to navigate and be able to support our fellows. He is protective of them and respectful and kind to his team.

Vanessa Rodriguez, MD, Program Director



Halima Chukalingam, Program Coordinator, MSSN Gastroenterology

Tenure in Position: Less than 1 Year

Superpower:

Identifying scheduling conflicts before we even notice them.

Without them our program would:

Be a lot less fun and organized.

With them our program is:

On its way to a great start!

General Comments:

Halima has been a wonderful addition to our new GI fellowship. On July 1, 2022 we started our inaugural class of GI fellows at Mount Sinai South Nassau. Starting her new role as GI coordinator just one month before, Halima has been absolutely indispensable. She is very intuitive and has been able to help identify what the fellows need even before we ask. I think she will continue to grow into her role and get even better. We are so happy to have her join us and our fellowship!

Ayanna Lewis, MD, Assistant Program Director

Denny Ayala, Program Coordinator, MSBI Internal Medicine

Tenure in Position: Less than 1 year

Superpower:

Organization! and attention to detail!

Without them our program would:

Be very very slow to respond to issues.

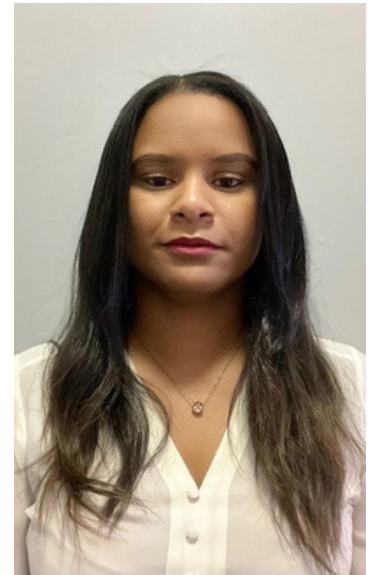
With them our program is:

Organized and friendlier!

General Comments:

She treats everyone in the program like family, greeting everyone with a smile and putting up welcoming signs at her desk that a daily treat! She is kind and compassionate with residents and always enthusiastic and open to taking on new projects. She is impeccably organized and communicates extremely well with the team, making sure everyone is on the same page. She is a true pleasure to be around and has brightened up our office since joining us in February! We are so glad to have her on the team!

Sreekala Raghavan, MD, Program Director

**Arlisa Brown, Program Coordinator, MSBI Internal Medicine**

Tenure in Position: Over 15 years

Superpower:

Has creative ideas to unite communities

Without them our program would:

..be a lot less fun!

With them our program is:

Has spirit every season of the year!

General Comments:

Through much change, she has held us together. She is a warm, compassionate, and knowledgeable member of our team. Throughout the academic year, she ensures that we do not lose sight of the need for a spirit of unity within the residency program, and she organizes events for the residents that help us all feel like part of an MSBI Internal Medicine family. These events will also often feature her own home-baked treats - which are a major bonus! She organized our holiday cookie exchange this past year. She also anticipates what is coming in the next season educationally and academically and keeps us on track with evaluations, duty hours, annual program updates, and more! She takes initiative to ensure that we are ahead at every step. We are so thankful that she is a part of our team!

Sreekala Raghavan, MD, Program Director

**Michelle Torres-Avelar, Program Manager, MSBI Internal Medicine**

Tenure in Position: 1.5 years

Superpower:

Anticipating resident needs and coming up with innovative solutions.

Without them:

The program would fall apart.

With them our program is:

---more organized and ready to handle each season with grace!

General Comments:

Since joining our team 18 months ago, Ms. Torres-Avelar has handled multiple pandemic surges and alterations in resident schedules, our first two virtual recruitment seasons, and residency program growth, including helping to welcome a new Program Director to MSBI. She continues to bring great ideas to our team and challenges us all to work towards continuous innovation in our work to better educate our residents and serve our community. She is a warm and compassionate person who reminds us to be resident-centered in our programming. She helps us all excel every day.

Sreekala Raghavan, MD, Program Director





Kenisha Felix, Program Coordinator, MSBI Psychiatry

Tenure in Position: 11 years

Superpower:

Their ability to make everyone feel heard and included in solving multiple organizational challenges that residency brings.

Without them our program would:

Stumble along with a lot less laughter.

With them our program is:

Robust, Fun, and High Functioning.

General Comments:

Kenisha is the core of this dynamic residency program. She is a solid administrator who manages various workflows, anticipating challenges and solving those that arise suddenly. She has been a partner in the growth of the program and is well respected by faculty and residents alike. Her connectivity is seen most clearly through her connection with the residents, who will turn to her as a source of support and for guidance as they navigate their years of residency and beyond.

Daniel Safin, MD, Program Director

Mildred Fernandez, Program Coordinator, MSSN Internal Medicine

Tenure in Position: 4 years

Superpower:

Anticipating the Program's and the Program Director's needs and wants.

Without them our program would:

Be disorganized

With them our program is:

Organized and fun

Steven Weiss, MD, Program Director



Paula Green, Program Coordinator, MSMW Diagnostic Radiology

Tenure in Position: 4 years

Superpower:

Her authenticity

Without them our program would:

Sink!

With them our program is:

Unstoppable!

General Comments:

Paula Green is a gem - she works tirelessly to ensure the success of our residency program. Her diligence, thoughtfulness and sense of humor make her a wonderful part of our residency administrative team. Thank you Paula for all that you do!

Amita Kamath, MD, Program Director

Chantelle Housen, Program Coordinator, MSBI Cardiovascular Disease

Tenure in Position: 3 years

Superpower:

Hard working, follow through, dedication, pleasant.

Without them our program would:

Not run smoothly, she keeps all the loose ends tied up and brings the fellows together.

With them our program is:

Up to date on paperwork, trouble shoots efficiently.

General Comments:

It has been a pleasure working with Chantelle. She took over when we had no help and has organized the fellowship and the administrative tasks involved. She sees all tasks to completion. She cares about the fellows and I am honored to have her be my program coordinator.

Deepika Misra, MD, Program Director

Olivia Kenwell, Program Manager, MSMW Anesthesiology

Tenure in Position: 3 years

Superpower:

Enthusiasm

Without them our program would:

Be a hollow shell of what it is now.

With them our program is:

The most pleasant place to work in the city

General Comments:

Olivia is invaluable and we could not be more fortunate to have her with us.

Bryan Mahoney, MD, Program Director

Olivia Kenwell, Program Manager, MSMW Pain Medicine

Tenure in Position: 3 years

Superpower:

Multitasking and Zoom

Without them our program would:

Be in big trouble

With them our program is:

Full of life and energy

General Comments:

Olivia is such a wonderful person and she makes all the administrative tasks of the fellowship program so much easier to handle. She makes applicants feel at ease and has made our zoom interviews consistently be one of the best in the country. Thank you for all you do for us Olivia.

Paul Shekane, MD, Program Director

Cynthia Meyers, Program Coordinator, MSH Neurocritical Care

Tenure in Position: 4 years

Superpower:

Juggling one million tasks

Without them our program would:

Completely collapse

With them our program is:

Super organized

General Comments:

Cynthia has been an integral part of our program and she keeps the program organized and formalized. Her fellows love her and her faculty are forever indebted to her.

Alexandra Reynolds, MD, Program Director

**Kathleen Muchuelas, Program Coordinator, MSH Ophthalmology**

Tenure in Position: 3 years.

Superpower:

Detail oriented, diligent, intelligent

Without them our program would:

Truly fall apart

With them our program is:

A well oiled machine

General Comments:

Kathleen goes out of her way to meet her duties. Once on a weekend, she came in from queens to change the call listing on Amion so the correct resident would get paged. She is proud of her work, very detailed oriented, and I can rely on her for every task I assign. I'm very happy to have worked with her. She has had to take on these extra responsibilities in just three years when our old coordinator left and has done so with ease and grace. We are so lucky to have her!

Sumayya Ahmad, MD, Program Director

Jean Peng, Program Coordinator, MSBI Neurology

Tenure in Position: 13 years

Superpower:

Reading my mind and then doing things before I ask.. Also spotting an unprofessional applicant 10 miles away.

Without them our program would:

In a pile of rubble- total shambles.

With them our program is:

Complete family.

General Comments:

Jean is a goddess administrator. She is completely dedicated to her work and is unbelievable at multi-tasking working as the coordinator for the Residency, Movement Fellowship, and the medical student rotations. We would have to hire at least 2 people to do her 1 job if she left.

[Vicki Shanker, MD, Program Director](#)

**Rosario Reyes, Program Coordinator, MSBI Geriatric Psychiatry**

Tenure in Position: 8 years.

Superpower:

Wins over everyone with her charm and warmth.

Without them our program would:

Crumble away (don't even think it!).

With them our program is:

Strong, powerful and full of life.

General Comments:

Rosie takes care of all of us with warmth and compassion. She is a role model in every way. She respects our patients, our health care system and creates an amazing learning environment. Rosie is full of life and imparts a tremendous sense of positive energy into everything she does. She makes us feel like we are a part of her family.

[Melinda Lantz, MD, Program Director](#)

Fern Williams, Program Manager, MSMW Obstetrics and Gynecology

Tenure in Position: Over 15 years

Superpower:

Operating behind the scenes to keep is all rolling! And her uncanny ability to find old emails and documents that I need!

Without them our program would:

Definitely fall apart!!!!

With them our program is:

A happier place to work.

General Comments:

Fern has been our program manager for many years and I don't know how I'd do it without her! She always knows who to call and how to get things done. Running a residency program requires a surprising amount of paperwork and behind-the-scenes work. It would all fall apart without Fern! We work in a very 24-hour field and Fern keeps up with all of us! She answers emails at all hours and always makes herself available! Her dedication and hard work are commendable! Most importantly, she really cares about the residency and every resident in the program! Of course, I'm biased but I believe that the residents are the backbone of the department and Fern is the backbone of the residency! Thanks so much to all the program administrative staff that keeps medical education (and patient care) going!

[Barbara Deli, MD, Program Director](#)



Kristina Alejandro, Fellowship Coordinator, NYEEIMS Ophthalmology

Tenure in Position: 1 year

Superpower:

Versatility; Trustworthiness, Determination

General Comments:

Kristina is an enthusiastic team player who has brought new experience and resolve to the education team. Her dedication to our medical students and fellows has enhanced their experience at NYEE. Her constant support of her colleagues has been a tremendous asset

Mbrikena Sharka, Residency Coordinator, NYEEIMS Ophthalmology

Tenure in Position: 2 years

Superpower:

Reliability, Quiet strength, Resourcefulness

General Comments:

Mbrikena has become an invaluable contributor to the education team and day-to-day operations of our growing residency program. Her experience, work ethic, reliability, and attention to detail have enabled us to maintain the high quality of our program as we expand.

Julianne Velez Feurtado, Senior Manager, NYEEIMS Ophthalmology

Tenure in Position: 2 years

Superpower:

Organization, Foresight, Dependability

General Comments:

Julie is a leader who has demonstrated a tireless dedication to the educational mission and vision of our residency and fellowship training programs. Her interpersonal skills and ability to build relationships at all levels of the organization have empowered her to oversee the expansion of our educational enterprise

Paul Sidoti, MD, Deputy Chair for Education

PROGRAM COORDINATOR RECOGNITION

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