



Healthcare Executive Diversity and Inclusion Certificate Program



GEORGETOWN UNIVERSITY
School of Continuing Studies



AAMC

About the Georgetown University School of Continuing Studies

For more than 50 years, the School of Continuing Studies has fulfilled Georgetown University's mission of educational outreach and inclusivity by offering a wide range of degrees and applied learning opportunities to a diverse community of students and professionals.

The School of Continuing Studies makes the academic excellence of a Georgetown education accessible to non-traditional students. Through innovative programming, experienced faculty and industry and academic connections, the School provides its students with the opportunity to pursue their passions, engage their intellect and advance personally and professionally.

Throughout the years, the School of Continuing Studies has grown exponentially and now offers bachelor and graduate degrees, advanced professional certificates, customized education, special programs, and much more.

About the Association of American Medical Colleges (AAMC)

The AAMC serves and leads the academic medicine community to improve the health of all.

Founded in 1876 and based in Washington, D.C., the Association of American Medical Colleges (AAMC) is a not-for-profit association representing all 137 accredited U.S. and 17 accredited Canadian medical schools; nearly 400 major teaching hospitals and health systems, including 62 Department of Veterans Affairs medical centers; and 93 academic and scientific societies. Through these institutions and organizations, the AAMC represents 128,000 faculty members, 75,000 medical students, and 110,000 resident physicians.

Through its many programs and services, the AAMC strengthens the world's most advanced medical care by supporting the entire spectrum of education, research, and patient care activities conducted by our member institutions. The AAMC and our members are dedicated to the communities we serve and steadfast in our desire to earn and keep the public's trust for the role we play in improving the nation's health.

The Certificate in Diversity Leadership is an intensive academic program of diversity education specifically designed to develop the competencies leaders need to drive diversity as a core component of excellence in health care.

A growing body of research indicates that there is an undeniable link between excellence and diversity in the practice of medicine. This certificate provides participants with the tools to develop individual competencies in these areas while also helping them develop strategies to increase the representation and inclusion of diverse communities and improve equal treatment of racial and ethnic minority diversity in the health enterprise and in the field of academic medicine.

The curriculum takes a customized, collaborative approach combining the diversity research and rigor of Georgetown University with the tacit diversity knowledge unique to AAMC and its members. Participants will examine diversity, cultural competence and inclusion at four levels: Individual, Interpersonal, Group and Organizational. The curriculum combines distance-learning and in-residence study taking participants through 65 learning objectives.

The applied nature of the program requires participants to successfully complete a diversity project. The project must be on a current issue in diversity related to the participant's organization. The participants are required to present their project before the cohort and instructors, as well as at their organization.

Summary of Modules

The certificate program consists of nine modules to be completed in-person and through distance learning over the course of nine months. A brief description of the modules follows:

- **M1- In-person: Diversity as a Driver of Organizational Excellence:** Overview of competencies and diversity as a driver of organizational excellence, helping leaders and the organization develop and harness demonstrated commitment to diversity, inclusion, and cultural competency.
Dates: Monday, October 15 – Thursday, October 18, 2012
- **M2- Distance: Individual Diversity Projects:** Participants begin working on their individual diversity projects.
- **M3- In-person: Developing a Data Driven Value Proposition:** Participants begin to develop an outcomes-oriented case for diversity, cultural competence and inclusion.
Dates: Monday, December 10 – Thursday, December 13, 2012
- **M4- Distance: Diversity Action Plan:** Participants will produce a diversity action plan for their institution.
- **M5- In-person: Leading Change:** Participants learn the process of leading change using an eight-step change model.
Dates: Monday, February 11 – Thursday, February 14, 2013
- **M6- Distance: Diversity Action Plan Implementation:** Participants continue work on the design of an implementation plan for their diversity strategy, including identification of challenges and obstacles to implementation.
- **M7- Distance: Result Driven Approaches:** Participants are guided through a results-driven and evidence-based mindset on diversity.
- **M8- Distance: Diversity Metrics:** Participants learn tools and metrics to help measure diversity both quantitatively and qualitatively.
- **M9- In-person: Presentations:** Participants present their individual diversity projects.
Dates: Monday, June 17 – Thursday, June 20, 2013



Program Outcomes

Graduates of the certificate in Diversity Leadership program will:

- Link diversity and inclusion directly to measurable goals of excellence at their institution
- Learn to develop an organizational infrastructure focused on diversity issues
- Learn to collaborate with various stakeholders across all levels of the institution as a means to achieving diversity
- Apply current diversity research to the creation and execution of their institution's strategic plan for diversity
- Develop a diversity plan designed to drive excellence specifically tailored to their institution
- Plan and implement a sustainable diversity, cultural competency, and inclusion strategy

Program Details

Over the course of the academic year, all participants will:

- Engage in four in-person interactive learning modules led by expert faculty
- Complete monthly distance learning assignments to further their diversity and inclusion knowledge and skills
- Work on a diversity project tailored to their home institution culminating in an end-of-course final presentation



Application Requirements/ Selection Criteria

- Application
- Resume/Curriculum Vitae
- Personal Statement
- 2 letters of recommendation
- Signature of Dean/President/CEO

Time commitment

Participants must invest the time and energy needed to complete all aspects of the program, including implementing and completing a diversity project, attending all required meetings, submitting progress reports, and participation during scheduled webinars and audio-conferences. Up to 20 percent annual release time is recommended from the participant's employer to satisfy the program requirements.

Application Deadline

September 10, 2012

Tuition

- \$15,000 per person per institution
- \$13,500 per person when an institution sends two participants

Tuition will cover course materials and program site expenses. Institutions can send a maximum of two participants per year. For institutions with regional sites, a maximum of two per site may participate per year. Institutions are responsible for their participant's travel and lodging expenses.

Program Schedule/Key Dates

- Application deadline: September 10, 2012
- Program start date: October 15, 2012
- Tuition due: October 15, 2012



Contact Information

Calvin Pringle, Program Director
Georgetown University
(202) 687-2812, cip6@georgetown.edu

AAMC Diversity Policy and Programs
Tiffani St.Cloud
(202) 828-0891, tstcloud@aamc.org

Laura Castillo-Page, Ph.D.
(202) 828-0579, lcastillopage@aamc.org

scs.georgetown.edu/hr

GEORGETOWN UNIVERSITY

School of Continuing Studies

HEALTHCARE EXECUTIVE DIVERSITY AND INCLUSION CERTIFICATION PROGRAM APPLICATION

Program Schedule/Key Dates

- Application deadline: September 10, 2012
- Program start date: October 15, 2012
- Tuition due: October 15, 2012

Application Requirements/ Selection Criteria

- Application
- Resume/Curriculum Vitae
- Personal Statement
- Two letters of recommendation
- Signature of Dean/President/CEO

Tuition

\$15,000 per person per institution.

\$13,500 per person when an institution sends two participants.

Tuition will cover course materials and program site expenses. Institutions can send a maximum of two participants per year. For institutions with regional sites, a maximum of two per site may participate per year. Institutions are responsible for their participant's travel and lodging expenses.

Please direct payment questions to Calvin Pringle, (202) 687-2812, cip6@georgetown.edu

PERSONAL INFORMATION

Name: Last _____ First _____ Middle _____

Please indicate any previously used names: _____

Sex: Male Female Date of Birth: ____ / ____ / ____ Place of Birth: _____
City and state (country if not U.S.)

Social Security Number: _____ - _____ - _____

Current address: _____

City: _____ State: _____ Zip code: _____

Permanent address (if different): _____

City: _____ State: _____ Zip code: _____

Primary phone: (_____) _____ Secondary phone: (_____) _____

Home Work Cell Home Work Cell

Email address (primary): _____

Assistant name: _____

Assistant Phone: _____ Assistant E-mail: _____

Emergency Contact: _____ Phone: (_____) _____

How do you self identify?

Select all that apply: Hispanic, Latino, or of Spanish Origin American Indian or Alaska Native Other

Black or African American Asian Native Hawaiian or other Pacific Islander White/Caucasian

CITIZENSHIP STATUS (If you hold dual citizenship with the U.S., please select U.S. as your country of citizenship)

Are you a U.S. citizen? Yes No Are you a Permanent Resident (green card holder) of the U.S.? Yes No

Non U.S. Country of Citizenship: _____

Are you a U.S. Veteran, Active Duty or Reserve? Yes No

Please list Branch: _____

Are you a current or former employee of Georgetown University? Yes No

If yes, dates employed: _____ (MM/YYYY - MM/YYYY)

HOW DID YOU HEAR ABOUT US?

- | | | | |
|-----------------------------------|---|---|--|
| <input type="checkbox"/> Poster | <input type="checkbox"/> Friend | <input type="checkbox"/> Georgetown University website | <input type="checkbox"/> Print advertisement |
| <input type="checkbox"/> Brochure | <input type="checkbox"/> Web search | <input type="checkbox"/> School of Continuing Studies website | <input type="checkbox"/> Web advertisement |
| <input type="checkbox"/> Email | <input type="checkbox"/> Google advertisement | <input type="checkbox"/> AAMC Website | <input type="checkbox"/> Other _____ |

COLLEGES OR UNIVERSITIES

List your most recent school first.

| Name of School | Location (City, State) | Dates Attended | Credits/Degree Earned | Completion Date |
|----------------|---------------------------|----------------|-----------------------|-----------------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

DEAN/PRESIDENT/CEO ENDORSEMENT

This is to confirm that _____ has the support of his, her, or their organization to fully participate in all the benefits of the Healthcare Executive Diversity and Inclusion Certificate Program offered by Georgetown University School of Continuing Studies.

Signature of Dean/President/CEO: _____ Date: _____

Printed Name: _____

Phone: (_____) _____

SIGNATURE

I certify that all information submitted in this application and in any supporting documents of my candidacy for admission to is complete and true to the best of my knowledge and belief. I understand that providing false and/or misleading information or failing to provide updated information can result in a withdrawal of an offer of admission, dismissal, or other disciplinary sanctions.

By signing this application, I agree to:

- Make my best effort to attend all of the in-person sessions
- Complete all assigned course materials
- Select and complete a project for the program
- Present my project within the program and at my home institution.

Signature: _____ Date: _____

The School of Continuing Studies reviews applications without regard to, and does not discriminate on the basis of, age, color, disability, family responsibilities, familial status, gender identity or expression, genetic information, marital status, national origin, personal appearance, political affiliation, race, religion, sex, sexual orientation, source of income, veteran's status or any other factor prohibited by law in its educational programs and activities.

APPLICATION CHECKLIST

Please be sure to include the following materials in your application:

- Completed Application
- Resume or curriculum vitae
- Personal Statement (Less than 1000 words)
 - Tell us about your reasons for applying to the program. Please be specific in your response.
 - Describe a situation, event, or activity that demonstrates your ability to be a change agent or innovator, or where you helped an organization expand beyond its boundaries.
- Letter of recommendation from supervisor
- Letter of recommendation from colleague
- Dean or President/CEO signature on application

APPLICATION MATERIALS CAN BE SUBMITTED TO

Georgetown University
School of Continuing Studies
Attn: Human Resources Management Program Director
3307 M Street NW, Suite 202
Washington, DC 20007
Phone: 202.687.2812



GEORGETOWN UNIVERSITY
School of Continuing Studies

3307 M Street NW, Suite 202
Washington, DC 20007

202.687.2812 | scs.georgetown.edu