

GME Institutional Coordinator Excellence Award



While Institutional Coordinators' titles may vary, this generally refers to the role that supports the Designated Institutional Official, manages the day-to-day operations of the GME Office, and is actively involved in the ACGME-related functions of the institution. The GME Institutional Coordinator Award recognizes an individual who demonstrates in-depth knowledge of GME and skillfully manages the multiple roles of administrator, counselor, enforcer, coordinator, organizer, and scheduler.



Leslie Caulder, MSML, C-TAGME

University of Florida College of Medicine Jacksonville
Jacksonville, Florida

Nominators had this to say:

“Ms. Caulder has been instrumental in numerous institutional GME advances. As an example, she developed a handbook and mentoring program for new program coordinators and leads monthly educational sessions in addition to the routine coordinator meetings. As a result, eight program coordinators are TAGME certified, with several others in the process, and our programs benefit from extremely strong support.”

“Leslie checks in with each program administrator and the monthly coordinator development meetings are a way for all to receive information, instruction, and networking. Always asking, ‘how can the OEA (Office of Educational Affairs) help you?’ Leslie responded to some requests and saw the need to add professional development. The meeting now includes education on communication style, software training, web/seminars on self-improvement as well as GME topics, and TAGME certification preparation. Leslie founded and leads the administrator mentorship program here at UFJax for many years and has recently formed a task force to explore how mentors can be officially recognized for their many hours of developing and training new administrators. Leslie’s team-building skills are very evident in this endeavor, and she displays superior coaching abilities in inspiring her colleagues to collaborate in the effort to formalize the program and learn from the process in advocating for the GME administrator profession.”