



The Clinical TMS Society
TMS Training Committee Meeting Agenda
September 25, 2025 @ 5pm ET / 4pm CT / 3pm MT / 2pm PT US
6pm Brazil
10pm BST London
Friday, September 26, 2025 @ 7am AEST Australia
5am SST Singapore

Research Committee Roll Call | Attended | Did Not Attend |

Co-Chair	Leo Chen, PhD, MPsy, FRANZCP, MBBS	<input checked="" type="checkbox"/>	Co-Chair	Albert Leung, MD	<input checked="" type="checkbox"/>
Member	Mowafak Abdelghani, MD	<input type="checkbox"/>	Member	Rebecca Allen, MD, MPH	<input type="checkbox"/>
Member	Michelle Bernabe, RN	<input type="checkbox"/>		Habenom Gedey, MD	<input checked="" type="checkbox"/>
Member	Christina Hughes, MD	<input checked="" type="checkbox"/>	Member	Martha Koo, MD, DFAPA, FASAM	<input checked="" type="checkbox"/>
Member	Carlos Lowel, DO	<input checked="" type="checkbox"/>	Member	Phern-Chern Tor, MD	<input checked="" type="checkbox"/>
Member	Samuel Ridout, MD	<input type="checkbox"/>	Member	Rick Sethi, MD	<input type="checkbox"/>
Member	Ted Edmond Williams, MD	<input checked="" type="checkbox"/>			<input type="checkbox"/>
Non-Voting Member	Linda Carpenter,	<input checked="" type="checkbox"/>	Non-Voting Member	Michelle Cochran, MD, DLFAPA, FCTMSS	<input type="checkbox"/>
Non-Voting Member	Mehmet Dokucu, MD, PhD, DFAPA	<input type="checkbox"/>	Non-Voting Member	Samir Ibrahim, OAM, MBCHB, MPsy, FRANZCP, FCTMSS	<input checked="" type="checkbox"/>
Non-Voting Member	Izio Klein, MD	<input type="checkbox"/>	Non-Voting Member	Fatma Wafy, MBBCh, MSc	<input type="checkbox"/>
Non-Voting Member	Charles Weber, DO	<input type="checkbox"/>			
President	Josh Brown, MD, PhD	<input type="checkbox"/>	Vice President	Tracy Barbour, MD	<input checked="" type="checkbox"/>

Guests & Staff

Staff: Kami Risk, Jessi Maurer

Guests: None

Dr. Leung called the meeting to order at 5:02 pm (ET)

Review August Meeting Minutes for approval- The Committee reviewed the minutes.

There was a motion to approve the August Meeting Minutes, Seconded, Approved.

New Business

- No unfinished business

Unfinished Business

- No unfinished business

Taskforce/Sub-Committee Updates

- **Pain Management Curriculum Taskforce** (Drs. Dokucu, Abdelghani, Hughes, Gedey, Leung)

Budget:

- Draft budget for 2026 submitted to the Executive Committee and to be included in the consolidated Society budget for Board review.

Proposed Pain Academies in 2026

- March – Singapore (joint Pain Academy and PULSES program)
 - 2 day event with an expected 50 participants.
 - Combined introductory lectures with PULSES, then split into Pain Academy and PULSES tracks, joint hands-on stations and Q&A sessions.
 - One registration system for both tracks.
 - Budget projections indicate a break-even point with 15 participants, with a reasonable expectation of profitability beyond that threshold.
 - June – Before the Annual Meeting in Boston.
 - Fall – TBD (possibly aligned with PULSES at Brown)
- **TMS Training, Structure & Content Sub-Committee** (Drs. Hughes, Leung, Ibrahim, Abdelghani)
 - The current work of this Sub-Committee is bundled with the Pathway Taskforce.
 - **Pathway Application for Domestic and International Courses Taskforce** (Drs. Hughes, Tor, Abdelghani)
 - Pathway packet presented. [See proposed pathway flow chart and proposed packet attached.](#)
 - Discussion:
 - How to handle proposals involving competitor content.
 - Intellectual property ownership clarified. If CTMSS brand is used, IP belongs to CTMSS.
 - Agreement that content must be unique (geographic or topical need not covered by PULSES or Pain Academy.)

- Timeline for proposal submissions to remain flexible but may be standardize in the future.
- Plan to announce and publish the pathway once approved with an online submission form.
- Decided that Christina Hughes would be available to answer questions and guide potential proposers through the process initially, with consideration for the best point of contact to be determined over time. Pre-screening proposals via Training Committee Co-chairs was considered.

ACTION – The pathway packet will be included in the next Executive Committee packet for approval at the November 3 meeting.

- **TMS Training & Education Promotion and Feedback Sub-Committee** (Dr. Leung)
 - Outreach to Singapore and other Asian groups underway, pending formal approvals of Pain Academy Singapore before promotion.
- **PULSES Update**
 - Providence course enrollment is full at 70 participants and eight sponsors.
 - New features include hands-on competency sign-off cards and expanded neuro-navigation training.

Next Zoom meeting: Thursday, October 23, 2025 @ 5pm ET / 4pm CT / 3pm MT / 2pm PT / 6pm Brazil / 10pm BST London, and Friday, October 24, 2025 @ 8am AEDT Australia / 5am SST Singapore

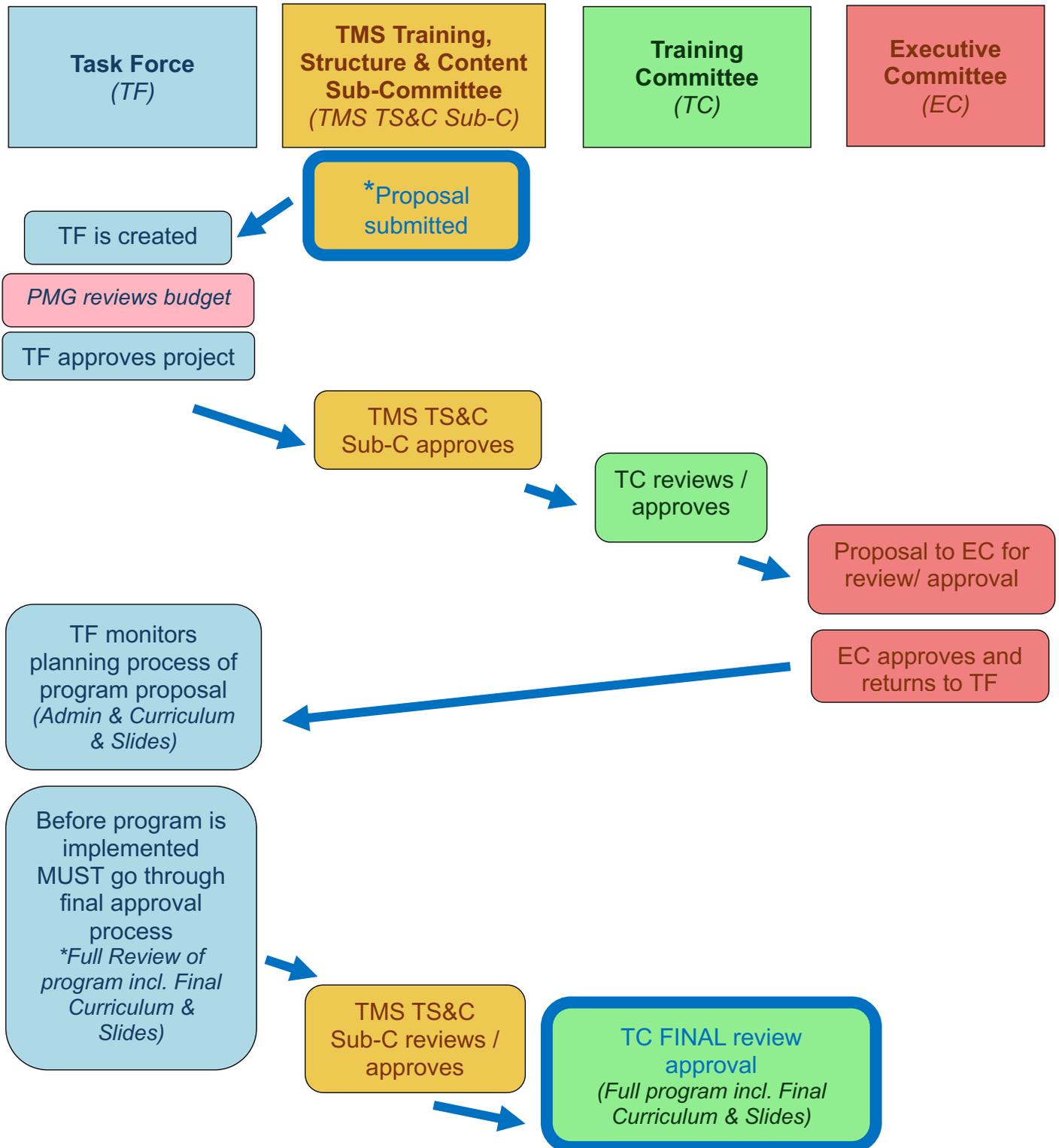
Adjournment- Dr. Leung adjourned the meeting at 5:41pm (ET)

Pathway for applications for TMS Training Proposal through the Training Committee

TMS Training Proposal can be either be based on Geographic Region, Topical Content or both

Examples include but are not limited to:

- 1) TMS Psychiatry Training course in a non-US country where existing CTMSS training programs do not address the needs of the local providers.
- 2) A TMS Neurology/Rehab Training course.



Proposal Packet Overview

Select CTMSS Involvement Type
(Choose ONE)

Use of CTMSS Name/Brand Partnership Only

- Full Content Development & Logistic Management are outside CTMSS
- Partnership agreement required for content approval & financial collaboration
- Limited to 6 months

Use of CTMSS Content *(in full or part)* with **NO** use of CTMSS Logistics Management Personnel

- Content use may require Training Committee approval
- Content use may require PULSES Director approval
- Licensing fees may apply

Use of CTMSS Content *(in full or part)* **PLUS** CTMSS Logistics Management Personnel *(in full or part)*

- Content use may require Training Committee approval
- Content use may require PULSES Director approval
- Licensing fees may apply
- Management fees may apply

ALL Proposers + faculty must be CTMSS members

ALL Program Types require full Proposal Pathway oversight

ALL Program Types require full Proposal packet completion

Submit Completed [Packet Questionnaire](#) and [Budget Worksheet](#) to

TMS Training, Structure & Content Sub-Committee

Questionnaire

- CTMSS Involvement Type (Choose ONE)
 - ___ **Use of CTMSS Name/Brand Partnership Only**
 - ___ **Use of CTMSS Content** (*in full or part*)
with NO use of CTMSS Logistics Management Personnel
 - ___ **Use of CTMSS Content** (*in full or part*)
PLUS
CTMSS Logistics Management Personnel (*in full or part*)
- Justification for the Program
 - Explain why this program is needed?
- Potential Impact
 - Describe who the participants would be, how many would attend and how often this course should be given.

- Please outline the logistics of the program including
 - Number of days of training
 - Where the training will be held
 - Detailed Curriculum, including times, lecture content
 - Proposed Faculty
 - please describe faculty qualifications and include faculty CV
 - *All proposed Faculty will need to complete a CTMSS Conflict of Interest Form (COI)*
 - *Faculty and Course Director must be CTMSS members*

- Describe how the logistics for this program will be completed
 - *Either CTMSS Management Company or through a Local Management Group*

REVENUE

Revenue Source	Description	Amount	Comments
Participant registration			
Vendor Sponsorship			
Other Revenue Source (add additional rows as needed)			
REVENUE TOTALS			

EXPENSES

Expense	Specify if Managed by: CTMSS or Other Local Group (Name)	Description of Expenses <i>INCLUDE TAXES and FEES</i> <i>IF Managed by CTMSS, these expenses will be reviewed and filled in by CTMSS</i>	Cost	COMMENTS
Food & Beverages				
Conference room				
Audio Visual and Sound -Equipment Rental -Wifi -Power Strips				
CME or Certification Fees				
Insurance				
Hotel or Conference Center Contract Negotiation / Signing				
Vendor Negotiation and Contract Signing				
CME or Certification Negotiation and Management				
Online Registration Coordination				
Upfront Payables/ Deposits				

Day of Conference Set Up /Registration / Breakdown				
Credit Card Fees				
Marketing				
Supplies/Printing				
Shipping				
Signage				
Faculty -Honorarium -Travel				
CTMSS CONTENT Specify from Proposal and list here				
CTMSS BRANDING ONLY <i>Content Development, Logistic Management, Faculty are ALL completed outside of CTMSS</i>				
Expense TOTALS			\$0.00	