

## PGME COMMITTEE MEETING MINUTES

	<b>Date:</b> Wednesday, Sept. 8, 2021	<b>Time:</b> 07:00 – 08:00	<b>Location:</b> Virtual
<b>MEETING CALLED BY</b>	L. Champion, Associate Dean, Postgraduate Medical Education		
<b>ATTENDEES</b>	<p>P. Basharat, V. Beletsky, P. Bere, R. Butler, L. Cardarelli Leite, K. Carter, A. Cave, A. Cheng, J. Copeland, S. Dave, G. Eastabrook, S. Elsayed, A. Florendo-Cumbermack, K. Fung, R. Ganesan, A. Grant, D. Grushka, S. Gryn, A. Haig, R. Hammond, C. Hsia, N. Huda, Y. Iordanous, L. Jacobs, H. Iyer, A. Kashgari, T. Khan, J. Laba, D. Laidley, J. Landau, S. Lam, P. Leong-Sit, E. Lovett, S. Macaluso, K. MacDougall, M. Marlborough, D. Morrison, C. Newnham, M. Ngo, S. Northcott, M. Ott, K. Qumosani, P. Rasoulinejad, J. Ross, B. Rotenberg, V. Schulz, V. Stratton, P. Teefy, J. Thain, G. Tithecott, T. Van Hooren, J. Van Koughnett, P. Wang, C. Yamashita</p> <p><b>Hospital Rep:</b> S. Fahner; B. Sischek; <b>PARO Reps:</b> R. Barnfield, <b>Guests:</b> P. Morris, S. Ibdah, B. Ferreira, A. Zaki, S. Hinton, A. Park</p>		
<b>REGRETS</b>	S. Venance, ML. Myers, M. Clemente, J. Vergel de Dios		
<b>NOTE TAKER</b>	Andrea Good, andrea.good@schulich.uwo.ca		

### CALL TO ORDER (7:00 AM) & APPROVAL OF AGENDA/MINUTES

**DISCUSSION** Agenda, Minutes – Motion to approve by V. Beletsky. Accepted by B. Rotenberg.

### ACCOUNCEMENTS

L. CHAMPION

### DISCUSSION

- **Welcome to new programs and Program Directors:**
  - Dr. Parham Rasoulinejad, Orthopaedic Surgery
  - Dr. Paul Stewart, Medical Oncology
  - Dr. John Landau, Vascular Surgery
  - Dr. Leandro Cardarelli Leite, Interventional Radiology. This is an accredited new program within the Department of Medical Imaging. Congratulations to Dr. Cardarelli Leite on a successful residency program application.
- **CaRMS Update**
  - CaRMS is phasing out the use of internet explorer, which will no longer be supported by Microsoft. CaRMS Online will notify users that they are using an unsupported browser. This may affect file reviews so please advise your reviewers accordingly.
  - Student application fees have changed from University + Program/Discipline + Site → University + Discipline. This means that students may apply to multiple training sites within the same program with no additional fees.
  - Reminder – no student electives from other universities or for IMGs, and this includes unsanctioned electives.
  - Schulich PGY1 Match – for the 2021 match first iteration, there were 18 unmatched students (14 London and 4 Windsor). It is clear that a variety of issues contributed; however, students may have a perception that students from Windsor are disadvantaged (particularly to surgical specialties). To try to address this perception, please include Windsor representatives on selection committees for applicable programs.

- **Implementing and Issuing the LMCC:**
  - The LMCC is available without completion of the MCC Part II across Canada
  - NAC OSCE is being held in Sept/Oct across a variety of sites and is a prerequisite for application of IMGs to Ontario programs.
- **PARO Information Session (New PARO Contract):**
  - An information session will be provided by PARO for Program Administrators and Program Directors. The information session will discuss the new PARO contract, and its meaning for programs. Scheduled for November 9<sup>th</sup>.
  - A useful FAQ link is available from the PARO website [here](#).

## WINDSOR UPDATE

L. JACOBS

### DISCUSSION

- All Windsor hospitals have vaccine mandates for physicians, learners and staff. The Medical Education team will reach out to visiting residents to inform them of the details of how to disclose their vaccination status in preparation for their rotation.
- The Windsor Office does not collect Postgraduate vaccination details and so they are hoping this method will allow them to maintain the learning experiences while satisfying the hospital requirements.

## PARO UPDATE

R. BARNFIELD

### DISCUSSION

- L. Champion welcomed R. Barnfield as the newly elected PARO Site Rep for the 2021-22 academic year.
- R. Barnfield stated that elections are now taking place for PARO and will council members will be selected soon.

## CBME UPDATE

L. CHAMPION, A. ZAKI & P. MORRIS

### DISCUSSION

- L. Champion gave the CBME Update on behalf of J. Vergel de Dios who was unable to attend.
- A newly revamped [CBME website](#) is available to access. Please test and update all links on your program's websites. We encourage programs to visit the site and utilize its many resources.
- The website includes online modules (i.e. Introduction to CBD, Elentra, etc.) for [faculty](#) and [residents](#). Thank you to Susan Ibdah and Jenny Krista on the PGME CBME team for all of their hard work.
- Events:
  - Competence Committee Retreat – SAVE THE DATE November 25, 9am – 12pm. All are welcome to attend (PDs, PAs, CC members, Residents, etc.)
  - Collaboration with McMaster University
  - Coaching and Feedback Workshops
  - Incubator for CBME Innovators with CERl
- The CC Terms of Reference template and CC Guide on Decision-Making are being revised.
- Steering Committee – new members are always welcome. If you are interested in becoming a member, please reach out to Georgina de Regt ([Georgina.deregt@schulich.uwo.ca](mailto:Georgina.deregt@schulich.uwo.ca)).
- Elentra Update:
  - The new Competence Committee dashboard was launched in Elentra on Jul. 20 and the resident dashboard on Aug. 30. PGME has created training modules for both dashboards and has updated the Elentra User Guide accordingly. Both the training modules and User Guide can be found on the [CBME website](#).
  - The PGME CBME team is continuing with its outreach to all programs to see if they have any questions or would like training, or need help with the dashboards or logbook feature, or any other Elentra-related topics. If you have not yet heard from P. Morris, you will soon. Otherwise, please reach out to [Elentra.support@schulich.uwo.ca](mailto:Elentra.support@schulich.uwo.ca)

- We are starting to plan for the migration of the rotation schedule and non-EPA assessments from one45 and new innovations to Elentra. More information will be provided in the coming months.
- A new feature flyer on how to review form feedback that is captured on EPA assessment forms was recently circulated. Please review the flyer and see if anyone has provided feedback or suggestions for improvement with respect to the EPA assessment forms or the EPAs themselves. This flyer can also be found on the CBME website.

**ACCREDITATION UPDATE**

**A.GOOD**

**DISCUSSION**

- **Internal Review Update**
  - A review of all Action Plan Outcome Report (APOR) programs was completed in May and June, and a follow-up with each program has taken place. Overall, some programs have made great strides in improvement efforts.
  - Internal reviews for all programs with follow up by external review, or on notice of intent to withdraw, are taking place between September and November 2021: Emergency medicine (adult), Obstetrics & Gynaecology, Neuroradiology, Anesthesia, Electrophysiology AFC, Psychiatry, Neurosurgery, and Maternal-Fetal Medicine.
  - Additional internal reviews for the Ophthalmology and Cardiology programs are taking place in February 2022. Thank you to all programs putting in the hard work to make improvements, and to all faculty who have volunteered as reviewers.
- **Biennial Resident Report - NEW**
  - The PGME Office will be requesting resident reports from all programs, regardless of accreditation status, every two years.
  - These reports will be confidential, completed by the resident group, and returned directly to the PGME Office as a form of program evaluation. Follow-up will be tailored to each program based on report feedback.
  - A process for this review under development, with the goal of rolling it out by July 2022. More details will be shared with programs in the future.
- **CanAMS Update – Royal College Residency Programs only**
  - Program instruments are being manually updated for all regular review programs from mid-September, continuing into the fall.
  - Please refrain from accessing your CanAMS instruments until notified by the PGME Office.
  - This does NOT apply to CFPC programs, AFC programs, programs with follow up by APOR, external review, or on notice of intent to withdraw.

**RESIDENCY ALLOCATION**

**L. CHAMPION**

**DISCUSSION**

- The Residency Allocation Subcommittee is meeting to determine programs who will have a reduction in their residency allocation for the coming years. Funding for spaces is reducing and the loss of a resident is rotated across programs to ensure equity and support the needs of the patient population.
- 2020: Reduction (-1) to Emergency Medicine (adult), Ophthalmology, OBGYN, and Psychiatry, plus one (+1) trainee to PMR
- 2021: Reduction (-1) to Otolaryngology, Psychiatry and Paediatrics
- 2022: Reduction (-2) to Psychiatry and -1 Family Medicine
- Question from the Committee: Is there a concern about reducing Psychiatry spaces given the need for mental health resources in the community right now? Response from V. Beletsky (Psychiatry PD): Psychiatry supports this decision because the program is not staffed to best support a larger volume of trainees. We want to ensure that the program succeeds in actually training residents in a way that meets their needs and we need more staff to do that. We are working to gain more staff now, via recruitment of current trainees, but it will take time. This is the best solution for our program right now.

**LEADERSHIP COURSE**

**A. PARK**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>▪ Dr. Andrew Park, MD, CCFP(EM), M.Ed, MBA, has developed a leadership course for residents that will be piloted through the PGME Office this year. It has 25 spaces this year and is focusing on four main topics (see below). The topics were selected by Dr. Park based on his reflection of “what I wish I knew while I was still training” (i.e. skills that are not necessarily clinical in nature but focus on leadership, emotional intelligence and teamwork).</li> <li>▪ Session 1: Developing Emotional Intelligence. This topic focuses on social skills and tools that influence the way people perceive or express themselves, develop and maintain social relationships, and cope with challenges in an effective and meaningful way.</li> <li>▪ Session 2: Teamwork in Medicine. This topic is critical because everything in medicine is done in teams. “The reframe that’s needed in healthcare is to call explicit and unrelenting attention to the interdependence of the work.”</li> <li>▪ Session 3: Leadership</li> <li>▪ Session 4: Wellness in Medicine</li> <li>▪ Information will be emailed to residents and programs shortly with more information on how to register.</li> </ul>
<b>POLICY APPROVAL</b>	
<b>L. CHAMPION</b>	
<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>▪ Deferred to a future meeting to provide time for a PARO review.</li> </ul>
<b>ADJOURNMENT (8:04) AND NEXT MEETING</b>	
<b>Next Meeting: Wednesday, Oct. 13, 2021, 7:00 – 8:00 a.m., Virtual</b>	