

PGME COMMITTEE MEETING MINUTES

	Date: Wednesday, Feb 8, 2023	Time: 07:00 – 08:00	Location: Virtual
MEETING CALLED BY	L. Champion, Associate Dean, Postgraduate Medical Education		
ATTENDEES	H. Banner, R. Barnfield, P. Bere, M. Bhaduri, S. Blissett, J. Borger, P. Cameron, A. Cheng, J. Copeland, S. Elsayed, A. Florendo-Cumbermack, A. Good, D. Grushka, S. Gryn, C. Hsia, H. Iyer, S. Jeimy, S. Jones, T. Khan, J. Laba, D. Laidley, Y. Leong, A. Lum, M. Marlborough, B. McCauley, A. McConnell, P. Morris, D. Morrison, M. Ngo, S. Northcott, K. Qumosani, M. Rajarathinam, J. Ross, P. Stewart, S. Taylor, J. Thain, V. Turnbull, L. Van Bussel, J. Van Koughnett, J. Walsh, P. Wang, M. Weir, R. Woodhouse, C. Yamashita, Q. Zhang		
REGRETS	P. Rasoulinejad, ML. Myers		
NOTE TAKER	Sara Jamieson		

1.0 CALL TO ORDER (7:00 AM) & APPROVAL OF AGENDA, MINUTES

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| DISCUSSION | <ul style="list-style-type: none"> ▪ Approval of minutes by L. Champion |
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2.0 ANNOUCEMENTS

L. CHAMPION

2.1 DIRECTOR, CURRICULUM & ASSESSMENT

- A very warm welcome to Dr. Hari Iyer who will be taking on the role of PGME Director of Curriculum and Assessment, effective March 1, 2023.

2.2 LEARNER IN DIFFICULTY RESOURCES

Learner in Difficulty section of the PGME website:

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| DISCUSSION | <ul style="list-style-type: none"> ▪ Reminder: provides resources including the link to the Assessment and Appeals Policies ▪ Provides the remediation and probation templates, and dates of the Advisory Board meetings ▪ A variety of wellness resources are provided |
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Templates and Forms:

- **New Addition:** Step by step checklist on remediation and probation process
- Clarifies process before decisions; after decision and submission of remediation plan, etc.

2.3 PEER SUPPORT PROGRAM

- Reminder to forward names of residents to Learner Experience (Dr. Michelle Marlborough) by February 15th

2.4 FAMILY PLANNING FOR MEDICAL TRAINEES (WEBSITE)

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- New website 'Family Planning for Medical Trainees' specific for Canada
 - The website itself is 'family planning for docs'
 - It includes helpful information for students, residents, fellows and even faculty and includes information on family planning, fertility, policies (PARO, parental leave, etc), advice, mentor connection, etc.
 - L. Champion will find a way to provide a link on the PGME website

2.5 CPD PROFESSIONALISM WORKSHOP

- CPD Professionalism Workshop on February 21st called '*Defining Professionalism, How is it Developed, Why do we Stray, What Can we do About It?*' There is more information on the CPD website – Faculty Development.
- B. McCauley- It's an interactive workshop, it's a couple hours long, B. McCauley and others will be presenting and discussing what their view of professionalism is, their experiences and how lapses in professionalism can be addressed. Residents and Faculty are welcome to participate. This workshop is run twice a year.

2.6 OUR NEW AFC PROGRAMS

Congratulations to our new AFC Programs:

- **Adult Echocardiography**- Dr. Sabe De
- **Prehospital and Transport Medicine** – Dr. Matthew Davis & Dr. Sean Doran
- Both have been accepted by the Royal College- Welcome to PGME

2.7 CCT AND ASSESSMENT OF TRAINING REMINDER- A.GOOD

- **Confirmation of Completion of Training (CCT)- Spreadsheets were sent out on February 7** so please review and send back to Karen Lancey in PGME by **Friday, February 17**. If this deadline is not feasible, please let Karen know as soon as possible.
- **Training Assessment Reminder** – resident must apply **one year in advance** and these deadlines stay the same every year. The fall exams deadline would have been August 31, 2022. Quite a few residents have been missing these deadlines. Please check in with your residents and make sure they are adhering to this deadline.
- L. Champion will start sending out an email reminder to residents.

2.8 PGY1 EDUCATION REMINDER- A.GOOD

- A.Good- Two new online asynchronous modules as part of our resident orientation in the July of last year. Resident as teacher module for residents to train or gain some information on teaching both residents and medical students and also The Role of the Coroner. This January we noticed there was only 40-50% of trainees that completed the modules. Please remind your PGY1s to complete these modules. Especially the Resident as Teacher.
- L. Champion would like to add a new module for the fall on Completion of Discharge Summaries.

2.9 WELCOME TO:

- Dr. Sarah Blissett- Assistant Program Director- Cardiology
- Dr. Harrison Banner- Program Director in Maternal- Fetal Medicine

2.10 RESIDENT APPRECIATION WEEK

- This week is Resident Appreciation Week: What can PGME do? L. Champion: Residents are a key and vital component of our health care system. They do a huge amount of service. On behalf of PGME L. Champion thanks them for the work and the care that they provide every single day.

3.0 UPDATES

L. CHAMPION

3.1 PARO UPDATE- V. TURNBULL

- Treats for residents have been dropped off at Univeristy/ St. Joes/ Victoria/ Parkwood Hospitals for Resident Appreciation Week
- Two fitness classes were hosted on Saturday February 4th for spin class or Yoga Pilates class for residents.
- Next PARO site meeting is on February 23rd where the planning for medical school outreach and PGY1 orientation will begin.

3.2 CanMEDS 2025

- Basis for training standards, updated every 10 years
- **2015 Update:**
 - Patient Safety and Disclosure of Harm
 - Quality Improvement
 - Health Informatics
- Planning for updates now underway

CanMEDS 2025 Goals:

- Respond to current societal needs and those expected over the next decade
- Embed Equity, Diversity and Inclusion
- Articulate competencies in a generic manner to facilitate adaptation by all disciplines and organizations.

Themes Include:

- Equity, Diversity, Inclusion, Anti-racism
- Planetary Health: *E.g. Apply evidence and management processes to achieve cost-appropriate and environmentally sustainable care.*
- Virtual Care and Telemedicine: *E.g. Recognize limitations of care in the virtual environment and select patients for whom virtual care is safe, converting to in-person care when necessary.*
- Data Informed Medicine (Health Informatics): *E.g. Use health data and medical informatics expertise to improve the quality of patient care and optimize patient safety.*
- Physician Humanism: *E.g. Acknowledge limitations of one's current knowledge and ability and appropriately engage the abilities of other healthcare team members.*
- The launch isn't until 2025 and the application and requirement are not until 2026.
- Our University is due to for an accreditation visit in 2027 so these changes need to be implemented by that time. PGME will ensure that programs are kept informed about the initiative and PGME will endeavour to anticipate resources and educational requirements in advance for program directors and programs.

DISCUSSION

- B. McCauley: We are in the process of reorganizing the approach to faculty development focusing on the essentials of what faculty needs in order to perform their academic roles with all of the faculty representatives site-wide.

3.3 PGME APPRECIATION

Family Medicine: Our largest program with a total of 70 PGY1's. There are many additional challenges that Family Medicine are facing right now so thank you to Dr. J Copeland and D. Gruschka for all of their hard work and dedication.

Andrea Good, PGME Manager: A. Good has taken on the role of Manager in PGME as well as still balancing her role as Accreditation Specialist and with the loss of two other members of our team and a current hiring freeze, A. Good is doing the work of four people.

- These constraints are going to impact some of the things that PGME is able to do. E.g. EPA reports for July-December, PGME Spring Retreat (May plan it in the Fall instead) or the Transition to Residency Program. We are down by at least 30% of our staff members.
- L. Champion thanked the PGME team and highlighted all of their hard work.

4.0 NEW BUSINESS

L. CHAMPION

DISCUSSION

4.1 PGME COMMITTEE TERMS OF REFERENCE UPDATE (MEMBERSHIP)- Review and approve

- Update nomenclature- *H. Iyer*
- Include Associate Dean EDI on Committee- *S. Bains*

Will also include:

- Incorporate AFC programs more specifically
- "Member of the Community" into membership

All motions approved by: A. McConnell and P. Wang

S. Northcott Announcements:

- Interviewing for a Faculty Advisor-Learner Experience in Windsor. They had an abundance of excellent candidates and will be interviewing for it today.
- The posting to replace Dr. Marlborough came down at Midnight on Monday night and they will be looking for a resident to join that committee.

QUESTIONS & ADJOURNMENT (8:00 AM) AND NEXT MEETING

Next Meeting: Wednesday, March 8, 2023 @ 7:00 – 8:00 a.m., Virtual