

## CBME RESIDENT ADVISORY COMMITTEE MEETING

<b>Meeting Minutes</b>	Date: August 20, 2020	Time: 5:30-6:30 pm	Location: Zoom
<b>Attendees</b>	<p>Dr. J. Vergel de Dios (Co-Chair); Dr. A. Zaki (Resident Co-Chair); L. Champion; P. Morris; K. Trudgeon; J. Krista; H. Li; R. Sparrow; A. Teel; Z. Merali; S. Edgerley; S. Li; M. Li; A. Gao; A. Dhaliwal; C. Cadieux; M. Weiler; C. Li; J. Gencher; L. Calderon; L. Van Nynatten; L. Madrazo; M. Greenacre; L. Sirisegaram; M. Abufarhaneh; Z. Lau; E. Nuro; C. Lang; V. Iablokov; S. Hinton</p> <p>Regrets: A. Forster; S. Gilani; K. Komsa; J. Binnendyk</p>		
<b>Note taker:</b>	Nicole Filson (nicole.filson@schulich.uwo.ca)		

### Agenda Topics:

#### WELCOME TO NEW MEMBERS

**J. Vergel de Dios**

**Discussion:**

- J. Vergel de Dios and team members introduced themselves and their program.
- June meeting minutes approved
- The last 10-15 minutes of the RAC-CBME meeting will be resident only

#### 2021 PROGRAMS & REP POSITIONS AVAILABLE

**J. Vergel de Dios/A. Zaki**

**Discussion:**

- The committee has been around for just over 3 years and has grown since more programs have joined CBD.
- A. Zaki would like reps from all programs that have transitioned to CBD. The roles of the reps will be gathering information from residents in the program they are representing about EPAs, Elentra, or CBD in general and then collating the feedback and bringing it to meetings. Some residents may represent their own program or an alternate program depending on program representation within the RAC.
- Some past feedback that has been brought forward by RAC members that have now been implemented into Elentra are residents being able to trigger assessments to other residents as well as feedback on what residents would like to see on the Elentra dashboard.
- Due to the large amount of interest there is the possibility to have one or two reps for each program and if it is a larger program having a rep from each year so the program will always be represented if there are residents unable to attend a meeting. It has also been discussed having residents that are not official representatives but could still attend meetings provide input and feedback. And also looking to fill other positions to help the structure of the RAC-CBME especially during the resident-only portion to ensure the CBME-PGME team receives the feedback.
- It is very important that residents know that information shared with the committee is kept confidential and names or even the program that the information is coming from is not shared with the PGME CBME Steering Committee or PDs/PAs of programs, especially if it is sensitive feedback.

Action:	<ul style="list-style-type: none"> <li>• <b>N. Filson will reach out to PDs again to fill any slots that are open for programs that have transitioned to CBD</b></li> </ul>
<b>PROPOSED MEETINGS</b>	
	<b>J. Vergel de Dios; A. Zaki</b>
Discussion:	<ul style="list-style-type: none"> <li>• Meetings will be every 2 months on Monday evenings at 5:30pm after the majority of resident clinic hours. It is understood that residents may not be able to make all of the meetings due to call schedules.</li> <li>• We are open to different meeting times if there is a time that works better for the members. It is hoped that new information about meeting topics will be dispersed prior to meetings as well so the reps can share this information with other residents in their program and bring feedback to the meeting.</li> </ul>
Action:	<ul style="list-style-type: none"> <li>• <b>N. Filson will send out the proposed meeting schedule</b></li> </ul>
<b>ELENTRA UPDATE</b>	
	<b>P. Morris</b>
Discussion:	<ul style="list-style-type: none"> <li>• P. Morris went over the newer features of Elentra: Providing residents the ability to trigger an EPA assessment as the assessor and P. Morris has not heard any feedback about this feature which usually means it is working well. Expiry dates have been added to EPA assessments so assessors have 30 days to complete the assessment and will receive a reminder email if it has not been completed after 28 days. If a resident saves an assessment as a draft and does not send the EPA to the assessor, the assessor will no longer receive an expiry reminder email, as they never received the assessment. After 48 hours that the assessment has been triggered but not sent, the resident will get a reminder email that they have an EPA assessment in draft format. When residents receive an email that an EPA expired it will show which EPA it was as well as who the assessor was.</li> <li>• The features that they are currently working on in Elentra: Enhancements to the Elentra dashboard, gearing up to launch the 2021 programs, and also investigating adding personal reflections and narratives. Another issue is to improve our communications with all our stakeholders. We are realizing that a lot of our new features in Elentra are not always getting announced to all users (PDs, PAs, faculty, residents, etc)</li> <li>• One resident brought forward that having an announcement when you login to Elentra about new features would be a good idea. Traditionally we have sent information to PDs or PAs and asked them to circulate but this is not always being done.</li> <li>• P. Morris said that we track the assessments that are being expired and by which assessor. The faculty assessor statistics is a relatively new feature in Elentra so not all programs have used this feature but some PDs have shared with their division which has been a good reminder or wake up call for faculty. A similar feature for resident assessors is also in progress for the reporting feature in Elentra.</li> <li>• J. Vergel de Dios advised the committee that Elentra updates would be a standing topic at all future meetings.</li> </ul>
Action:	<ul style="list-style-type: none"> <li>• <b>If members have feedback about residents trigger assessments as assessors they should send this to P. Morris</b></li> <li>• <b>If members have feedback as to how Elentra Communication can be sent out to please pass them along to P. Morris</b></li> <li>• <b>Patricia – is it in the ‘Development Priorities’ to see about announcing new features or announcements when users log into Elentra? The resident might have brought this up because this is what PowerChart, our clinical EMR, does for users</b></li> </ul>
<b>ROYAL COLLEGE UPDATE: TECHNICAL GUIDES, PE SUMMIT</b>	
	<b>J. Vergel de Dios</b>
Discussion:	<ul style="list-style-type: none"> <li>• Each school has a CBME lead, which is J. Vergel de Dios at Western, and they meet about every 2 months and report to their Associate Dean, which is L. Champion at Western. This is another avenue where J. Vergel de Dios can speak on behalf of</li> </ul>

	<p>residents and see if this is an issue at other schools as well.</p> <ul style="list-style-type: none"> <li>• One issue that has been brought up at these meetings is the implementation and policies and the Royal College is working on the creation of technical guides. They are meant to be very brief 2 pages and topics include Competence Committees and what needs to be on an EPA assessment form. The Royal College is currently working on draft forms of these and they will be shared with Program Directors.</li> <li>• Program Evaluation (PE) is a big piece of CBD and is very similar to QI and we are looking to see if we are implementing the way we had initially intended through feedback surveys.</li> <li>• The Royal College is putting on a virtual PE Summit on September 22, which will be another avenue to learn from other schools on how CBD is going, and the information will be shared with the RAC after the summit.</li> <li>• Faculty want to know how they are doing with CBD and EPA evaluations and would like to know if there is a way they could be evaluated by residents in a safe and private manner and how the faculty can receive constructive feedback.</li> <li>• J. Vergel de Dios asked the committee their thoughts on the hidden curriculum and CBME; members think it is more culture based. One example is if you are post call and you are still asked to do work or expected to stay for an interesting case, even if the formal curriculum states that they really value wellness and that your wellness is important to them.</li> <li>• L. Champion stated that we would like to be able to address more components of the hidden curriculum and it is something we need to be aware of. Each program has a hidden curriculum. Addressing it is difficult though because it is hidden which creates a gap as to what the faculty think is happening and what is actually happening in real life. It will not be able to completely go away but we need to be aware of it.</li> </ul>
Action:	<ul style="list-style-type: none"> <li>• <b>Resident members are asked to provide examples of the hidden curriculum and CBD.</b></li> <li>• <b>Resident members are asked to provide examples of how faculty can be evaluated on their CBME 'fitness', i.e. how are they doing with EPAs, coaching, giving feedback, etc.</b></li> </ul>
<b>NEXT RAC-CBME COMMITTEE MEETING: TBD</b>	