

## CBME RESIDENT ADVISORY COMMITTEE MEETING

<b>Meeting Minutes</b>	Date: October 5, 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; A. Good; L. Calderone; Y. Behzadian; L. Van Nynattan; S. Young; L. Siris; M. Lugowski; R. Barnfield; C. Wang; A. Dhaliwal; K. Nelligan; M. Abufarhaneh; J. Gencher; C. Baker; Z. Lau; T. Altamimi; Z. Hindi</p> <p>Regrets: J. Binnendyk; A. Forster; K. Komsa</p>		
<b>Note taker:</b>	Nicole Filson (nicole.filson@schulich.uwo.ca)		

### Agenda Topics:

#### CALL TO ORDER - WELCOME TO NEW MEMBERS

**J. Vergel de Dios**

Discussion:	<ul style="list-style-type: none"> <li>J. Vergel de Dios called the meeting to order at 5:30pm</li> <li>August meeting minutes were approved.</li> <li>A. Zaki introduced our new resident members from Adult ER, Psychiatry, and Nephrology and J. Vergel de Dios went over the goals and purpose for the CBME-RAC. All information from the RAC is brought forward to the Steering Committee and the PGE Committee.</li> <li>We are still looking for reps for the following programs: OBGyn, Medical Oncology, Paeds critical care, and Neurosurgery.</li> <li>If we do not find a rep from these programs, then residents from other programs (Internal Medicine) will represent them to make sure those residents are still supported. If representatives want to send out an email a week or two before meetings to gather information and feedback from residents this would be beneficial.</li> </ul>
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#### SHARING OF RESIDENT ASSESSMENT DATA/CBME GROUND RULES

**J. Vergel de Dios/P. Morris**

Discussion:	<ul style="list-style-type: none"> <li>J. Vergel de Dios went over the resident assessment data and sharing between programs if residents moved into a specialty program from a core program at Western. For example, the Urology faculty could see the residents Surgical Foundations assessment data. Currently the resident assessment data stays with the program in which the resident is enrolled but faculty have brought forward that it would be beneficial for the assessment data of residents to be shared if they move on to another program at Western.</li> <li>This information would be available to subspecialties only after the residents have matched. Resident members believed that this could be helpful information but they could also see how residents would potentially be uncomfortable with this as it could impact their acceptance or transfer to another program.</li> <li>Residents asked if the sharing of EPAs would also follow through to fellowship programs if they moved on to a fellowship at Western. Currently none of those fellowship programs at Western are CBD.</li> </ul>
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	<ul style="list-style-type: none"> <li>• L. Champion believes that any surgical programs should see Surgical Foundations EPAs, because when they are in Surgical Foundations they are still part of their base program. But for subspecialties and transfer it could be problematic because it could potentially impact acceptance into a subspecialty or a transfer and it should only be done with permission of the resident.</li> <li>• J. Vergel de Dios states there are some acceptance if a Transition to Practice EPA is determined to be shared or done while the resident is in their subspecialty program due to overlap. This is currently being discussed at the Royal College level for Internal Medicine subspecialties (still need agreement for all IM subspecialties as to what will be acceptable 'overlap' in training).</li> <li>• J. Vergel de Dios has created a CBME ground rules document that most programs have completed to determine what the expectations from their residents/faculty regarding EPA completion and Competence Committees. This has helped to determine the culture of different programs.</li> <li>• J. Vergel de Dios also has a draft document for EPA Best Practices for faculty and J. Vergel de Dios circulated this pre-meeting.</li> <li>• Residents would like if the EPA Best Practices document was available on Elentra for faculty and residents to view. As well as recommended rotations to get certain EPAs.</li> <li>• Once the clinical rotation scheduler is in Elentra we will be able to target which EPAs are likely to be observed on certain rotations.</li> <li>• P. Morris had her first meeting today in regards to rotation schedules in Elentra but can not give a timeline as to when it will be live.</li> <li>• The rotation schedule is a huge project to move it all to Elentra.</li> <li>• Each program is required to provide a curriculum map to each resident with EPA mapping to rotations as well as where each EPA can be observed. If this is not the case, then just be aware that your programs should be providing for you. If you do have one, is it realistic or does it need an update?</li> </ul>		
Action:	<ul style="list-style-type: none"> <li>• <b>Residents will revisit the sharing of resident assessment data in the resident only portion and provide feedback or scenarios that we have not thought about to J. Vergel de Dios</b></li> <li>• <b>J. Vergel de Dios will send out some examples of the CBME Ground Rules questions for residents to provide answers and feedback</b></li> <li>• <b>Would like members to provide feedback for a resident EPA Best Practices document, i.e. what tips and advice to you give for new residents?</b></li> </ul>		
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Discussion:	<ul style="list-style-type: none"> <li>• We are looking to change the expiry time of EPAs from 30 days to 14 days and will be discussing this at our next Steering Committee meeting on Thursday. We originally planned the expiry for 14 days but due to Covid and all the uncertainty we relaxed it to 30.</li> <li>• A. Good has been looking at some statistics to see how long it is taking assessors to complete EPA assessments.</li> <li>• The majority of programs that are part of the Steering Committee wanted a shorter expiry. A. Good will provide more information to the Steering Committee and the RAC at the next meeting.</li> </ul>		
Action:	<ul style="list-style-type: none"> <li>• <b>Residents are advised to let J. Vergel de Dios know how long they would like the expiry for EPAs to be. And to send feedback to J. Vergel de Dios and A. Good.</b></li> </ul>		
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Discussion:	<ul style="list-style-type: none"> <li>• A new feature that is available in Elentra is within the user profile of Elentra users can now add a different email to get their automated notifications sent to. Notification emails will still be sent to the UWO account as well.</li> </ul>		

- The program dashboard has come a long way and the second iteration of the dashboard should be done in the next week or so once the program dashboard is finalized we will share this with the RAC to see what changes they would like to make to the program dashboard to create the resident dashboard in Elentra
- P. Morris shared the Elentra report and access policy document which was circulated prior to the meeting and shows who has access to what in Elentra reports portal and the different features that are available in Elentra reports. Anything that you can see as a resident your Program Director, Program Administrator, CC members, IS, and members of the PGME team are able to see those reports as well. A CBME lead may also have access to the resident report portal if given permission from the Program Director. A Faculty Advisor will only see resident data that are within their own group/
- There is also an assessor statistic report for faculty.
- For the programs that did pilot EPAs, pilot data is not included in the reports portal.
- P. Morris went through how to access the reports portal in Elentra and also shared what the report feature looks like with the committee members.
- Residents asked if there was a way to extract the EPA data for residents that are doing medical education.
  - If residents want to do QI/program evaluation projects on medical education in their own program, they should work with their PD to ensure anonymous data is provided. Programs have access to this data already.
  - If residents want to do QI/program evaluation projects on medical education outside of their programs, this would need further work like applying to Western REB for exemption status, collaborating with the PDs of the other programs.
  - If there are frequent requests for this, we can look into creating an efficient workflow.
- One member asked who is monitoring or looking at the assessor statistics report to ensure that faculty are participating in CBD and what is it being used for. As it currently stands the Program Director and Program Admin can view the assessor statistic for their program. Some programs have not used the report feature yet as it is still in the early stages and only released in the spring. One program has printed out the reports at their division meeting and no names were taken off so faculty could see where they stood. J. Vergel de Dios and L. Champion also shared the reports feature at the Clinical Chairs meeting and there was interest in terms of the accountability and engagement piece with the faculty.
- We hope to learn from programs who have used the report feature positively and have also heard from a couple of programs that have they are glad they saw the report feature and have said they need to do better. We need to investigate more on how the assessor report feature is being interpreted and utilized.
- Faculty can see their own assessor reports data and the Program Director and Program Admins can see the assessor reports for all of their faculty.
- Program directors have also asked IS to create a report for the residents as assessors to see how residents are doing as assessors as well, which is currently in the testing phase.
- Residents would like to see the completion time of EPAs to see how they compare to other assessors.
- Residents would like there to be a way to track the quality of the comments and narrative feedback that are being put on EPA assessments as that is what they find is the most beneficial part of the evaluation. Many residents state that they are not getting any narrative feedback from any assessors. It would be nice for when a resident is reviewing their EPA assessment for there to be an option as to well whether the feedback was actually helpful or if the comments were informative. P. Morris believes there is a thumbs up option to give in Elentra but she does not think the information goes anywhere so she will bring this up with our developer. Hopefully the Program Director is looking at the assessor report and will be able to address the lack of comments and narrative feedback with faculty.

Action:	<ul style="list-style-type: none"> <li>Residents to discuss whether they would like to see their own resident statistics as assessor as well and provide feedback to P. Morris or J. Vergel de Dios.</li> <li>P. Morris to investigate the thumbs up feature in Elenra for an EPA assessment</li> </ul>
<b>FMQR REPORT</b>	
<b>J. Vergel de Dios</b>	
Discussion:	<ul style="list-style-type: none"> <li>The FMQR is the Quebec equivalent of PARO and their third survey results were recently released regarding CBME. J. Vergel de Dios shared this link with the group. The report is very honest and there are nice summary points.</li> <li><a href="http://fmrq.qc.ca/competencebydesign">http://fmrq.qc.ca/competencebydesign</a></li> <li>Link to PDF of report: <a href="http://fmrq.qc.ca/files/documents/af/93/fmrq-report-cbd-implementation-year-3_1.pdf">http://fmrq.qc.ca/files/documents/af/93/fmrq-report-cbd-implementation-year-3_1.pdf</a></li> <li>There has been a lot of talk about the FMRQ report so if you are interested in medical education you may have already heard about it.</li> </ul>
Action:	<ul style="list-style-type: none"> <li><b>Findings of the FMRQ report will be discussed at our next meeting</b></li> </ul>
<b>RESIDENT ONLY DISCUSSION LAST 10-15 MINUTES</b>	
<b>UPCOMING MEETING: MONDAY DECEMBER 7, 2020 AT 5:30PM</b>	