

PGME CBME Steering Committee Meeting

AGENDA

Date: April 1, 2021

Time: 7:00am

Location: Zoom

<https://westernuniversity.zoom.us/j/92624000596>

Meeting Leader: Dr. J. Vergel de Dios	Note Taker: Clarissa Koerber (Clarissa.koerber@schulich.uwo.ca)
Committee Membership: Dr. Lois Champion, Dr. Jennifer Vergel de Dios, Dr. Courtney Newnham, Patricia Morris, Andrea Good, Jenny Krista, Clarissa Koerber, Susan Ibdah, Bela Ferreira, Dr. Hari Iyer, Dr. Sheri-Lynn Kane, Dr. Mike Ott, Dr. Andrea Ens, Dr. Anita Florendo-Cumbermack, Dr. Jenny Thain, Dr. Ahmed Hegazy, Dr. Selay Lam, Dr. Cynthia Chan, Dr. Parham Rasoulinejad, Dr. James Ross, Dr. Brian Yan, Dr. Tisha Joy, Dr. Sumit Dave, Dr. James Howard, Dr. Andrew Thain, Dr. Christina Cookson, Dr. Mary Ott, Dr. Samira Jeimy, Dr. Melissa Chin, Dr. Ricardo Viana, Dr. Mel Boulton, Dr. Ahmed Zaki, Katie McLean, James Ciesla, Matt Walsh, Danielle Giroux	
Regrets: None	

Pre-meeting questions:

1. As raised nationally by other universities, have you included aspects of CBME to your faculty evaluations that residents complete? If so, what questions or areas do you have residents' comment on?
2. Do you have a formal or protocol for determining certain resident statuses, i.e., what constitutes *Not Progressing as Expected* vs. *Failure to Progress*; *Progressing as Expected* vs. *Progress is Accelerated*? If not, do you think you could start articulating a process?
3. How are you using the faculty assessor statistics? How have you shared your first quarterly EPA Report as provided by Andrea Good from PGME? What changes have you seen?

Pre-meeting circulated materials:

- April 2021 Agenda
- February 2021 Meeting Minutes

ITEM	DESCRIPTION	PRESENTER	ACTION
1	Review Previous Action Items	Committee	Discussion
2	Royal College National Leads Update 2.1 EPA Expiry, Polling all Schools 2.2 Credentialing Requirements	Dr. J. Vergel de Dios	Update
3	RAC-CBME Update 3.1 Feedback survey focus: faculty accountability	Dr. A. Zaki, Dr. J. Vergel de Dios	Update
4	EPA Evaluation Reports – Feedback	A. Good	Discussion
5	Reporting Resident Status to PGME	Dr. J. Vergel de Dios	Update
6	Faculty Evaluations for CBME	Dr. J. Vergel de Dios	Discussion
7	Elentra Update 7.1 Dashboard 7.2 “My Triggered Tasks” Feature 7.3 Outstanding EPA Email Reminder – 28 to 4 or 7 Days? 7.4 Helper text options 7.5 Elentra Data Sharing and Access Policy	P. Morris, J. Krista	Discussion
8	Resident Recognition	Dr. J. Vergel de Dios	Discussion

Relevant Previous Action Items from February meeting:

- SC members of the following programs to ask if any residents interested in being a RAC-CBME rep for the remainder of the year or the upcoming academic year: Otolaryngology, Medical Oncology, Pediatric Critical Care, Cardiac Surgery, Neurosurgery, Nuclear Medicine, Urology, and Surgical Foundations.
- If applicable, SC members to clarify with respective programs how residents should classify themselves when filling out EPA assessment as an assessor, e.g., as 'resident' and not 'fellow'.
- SC to read the RAC-CBME Resident Survey results if not done so yet.
- P. Morris to provide further details about helper text in EPA forms in Elentra.
- Dr. J. Vergel de Dios to follow-up with Monica Olanski (Director, IT) in regard to integration of Elentra with hospital electronic health records.