

PGME COMMITTEE MEETING

Minutes	Date: December 19 th , 2018	Time: 7:00-8:00am	Location: HSA 101
Meeting called by	Dr. Chris Watling, Postgraduate Medical Education Associate Dean		
Attendees	C. Akincioglu, P. Basharat, A. Cave, K. Faber, D. Farquhar, H. Ganjavi, A. Haig, H. Iyer, M. Jenkins, S. L. Kane, A. Kashgari, S. Macaluso, S. Mioduszewski, D. Morrison, K. Potvin, A. Power, M. Prefontaine, A. Proulx, K. Qumosani, I. Ross, B. Rotenberg, A. Sarpal, A. Sener, F. Siddiqi, T. Van Hooren, J. Wickett, A. Yazdani; PARO Reps: K. Desai, M. Fricot; Hospital Rep: B. Davis; P.A. Exec Rep: L. Dengler; Guests:		
Note taker	Courtney Newnham; Courtney.newnham@schulich.uwo.ca		

Agenda Topics

1. CBME PROGRESS REPORT		Dr. C. Watling
Discussion	<ul style="list-style-type: none"> . The new CBME Implementation Director, Dr. Jennifer Vergel de Dios, will be reaching out to programs that are doing CBME, are about to do CBME, or are just starting to think about it to tailor the approach for your program . Elentra will be tailored for each program but that takes time 	
2. ACCREDITATION UPDATE		Dr. C. Watling
Discussion	<ul style="list-style-type: none"> . View accreditation as one piece of a CQI process; the PGME office does not encourage programs in throwing things together that barely meet an accreditation standard and are not sustainable. It is preferred that programs work towards high quality pieces of work, even if they will not be complete during the on-site visit . In January, Courtney Newnham will be located in UH and Vic for PAs and PDs to drop-in to ask questions regarding accreditation and the AMS; dates and times will be shared shortly . The Program Organization Domain in the new standards was reviewed . PDs encouraged to think about how a surveyor would determine if the standard is being met, what evidence would they request and/or who would they ask . Particular emphasis was made regarding: <ul style="list-style-type: none"> . Guidelines regarding PD support were circulated to the committee and to Chairs; if PD support is not meeting the guidelines, please contact Dr. Watling and your department Chair as soon as possible 	

	<ul style="list-style-type: none"> . Unintentionally people within a program can feel they are not being communicated with. Review how you communicate with residents, faculty, and leadership . When programs have a required community rotation that includes core learning, you should ensure that learning site has representation on your RPC . Exemplary indicators are aspirational accreditation standards and it is likely that in the next revision of the standards they will become mandatory; start thinking about them but they are not mandatory for 2019 . CC minutes should be kept confidential and can only be sent to members on the CC; leave specifics out of the RPC minutes; for the CC, the minutes can be specific, but must be kept confidential . Most policies required for accreditation are central policies relevant to all programs and located on the PGME website; the Health and Safety policy is the only policy that programs have to have some tailoring to the safety component because of its specific safety differences from one program to another . To demonstrate how your program collaborates with UME and CPD, you may be asked about who coordinates clerkship activities, do you ever have conversations with them about the extent to which your residents might be involved in teaching clerks and what the expectations are <p>Announcement:</p> <p>On April 10th, 2019, the RCPSC and CFPC are coming for the second pre-survey visit to review with programs what to expect during the on-site visit. Program Directors, Program Administrators, and anyone else relevant to Accreditation are invited to these sessions. Calendar appointment were sent on Thursday, November 15th, with meeting times.</p>
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3. PD PERFORMANCE SUMMARIES

Dr. C. Watling

Discussion	<ul style="list-style-type: none"> . The PGE office is now required to participate in the annual review of PD performance . Dr. Watling knows that attendance figures at meetings are not a perfect marker of a person's performance which is why narrative comments were included . The goal, in part, is to help inform some conversation with your department Chair . Committee asked to think about how the summaries can be improved; are there things that the PGE office could be providing to PDs and/or Chairs that would be more helpful than this
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4. FATIGUE RISK MANAGEMENT

Dr. C. Watling

Discussion	<ul style="list-style-type: none"> . Fatigue Risk Management (FRM) toolkit resource sent out to all PDs in November . FRM is embedded within accreditation standards with the added aim of moving towards safer care and how can we think about mitigating fatigue within each of the different contexts it occurs in
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	<ul style="list-style-type: none"> . Blanket restrictions on duty hours have not shown to improve patient safety; fatigue is more complicated than hours . There are recommendations within the resource for how institutions can deal with FRM; one suggestion is a FRM taskforce or working group that can assess inventory areas of fatigue risk, make suggestions about how that risk might be mitigated, and monitor and evaluate the effectiveness of it; suggested that hospital representatives be included
5. LHSC OUR PEOPLE SURVEY	
	Dr. C. Watling
Discussion	<ul style="list-style-type: none"> . LHSC does an Our People survey but residents have never been included until now . This is relevant because LHSC will share the resident specific information with PGE and programs . This may yield useful information that might help PGE understand the resident experience of working in the hospitals that are our key training sites . Survey will be out January 15th-February 1st, 2019; please encourage your residents to complete . Small program data will be pooled to ensure anonymity
6. CaRMS INTERVIEW BEST PRACTICES	
	Dr. C. Watling
Discussion	<ul style="list-style-type: none"> . CaRMS interview best practices are shared in the presentation slides . One difference from previous years is that CMG and IMG streams will remain separate (unblended) in the second iteration in 2019 . Overall, this is likely to decrease the level of unmatched students but some programs may not benefit such as Family Medicine at Western
7. ADJOURNMENT AND NEXT MEETING	
Date and time	<p>The meeting was adjourned at 8:05 am.</p> <p>Next meeting scheduled for Wednesday, January 9th, 2019, 7:00-8:00am, HSA101</p>