

PGME COMMITTEE MEETING MINUTES

	Date: Wednesday, May 11, 2022	Time: 07:00 – 08:00	Location: Virtual
MEETING CALLED BY	L. Champion, Associate Dean, Postgraduate Medical Education		
ATTENDEES	P. Bere, M. Bhaduri, J. Borger, A. Cheng, M. Chin, J. Copeland, G. Eastabrook, S. Elsayed, A. Florendo-Cumbermack, A. Grant, D. Grushka, S. Gryn, R. Hammond, C. Hsia, Y. Iordanous, H. Iyer, S. Jeimy, J. Laba, A. Lum, S. Macaluso, D. Morrison, C. Newnham, M. Ngo, S. Northcott, M. Ott, M. Qiabi, K. Qumosani, P. Rasoulinejad, J. Ross, B. Rotenberg, V. Schulz, P. Stewart, V. Stratton, J. Van Koughnett, P. Teefy, J. Thain, S. Venance, J. Vergel de Dios, P. Wang, J. Walsh, M. Weir, C. Yamashita Hospital Rep: R. Caraman, S. Taylor, PA Exec Reps: C. Kinsman, C. Sikatori; PARO Reps: R. Barnfield, R. Woodhouse; Guests: B. Ferreira, S. Ibdah		
REGRETS	P. Basharat, S. Dave, A. Kashgari		
NOTE TAKER	Andrea Good, andrea.good@schulich.uwo.ca		
CALL TO ORDER (7:00 AM) & APPROVAL OF AGENDA/MINUTES			
DISCUSSION	No agenda additions. Motion to approve minutes: M. Ott, S. Northcott. Approved.		
ANNOUNCEMENTS		L. CHAMPION	
DISCUSSION	<ul style="list-style-type: none"> ▪ 2024 Medical Student Electives: <ul style="list-style-type: none"> ▪ Visiting electives begin in the fall of 2022 and the portal will be open at some point in May. ▪ Each visiting elective can be a minimum of two weeks ▪ Students are restricted to a maximum of 12 weeks of visiting electives at no more than four sites. ▪ Elective schedules must follow the AFMC Diversification Policy (maximum of eight weeks in any single PGY1 entry-level specialty). ▪ Visiting electives are open to international medical students as well. 		
MOH UPDATE AND MEDICAL SCHOOL EXPANSION		L. CHAMPION	
DISCUSSION	<ul style="list-style-type: none"> ▪ See briefing note that was emailed in April. ▪ There is a potential for 10 additional PGY1 positions for 2023. This means the prior five position reduction would be stopped and there will be an additional position for each of Family Medicine and Internal Medicine. ▪ There is no need to identify three positions for a decrease and this leaves five additional positions to allocate. ▪ Caveats: any position will be based on MOH Guidelines, capacity/resources, social accountability and program excellence, and would be for one year (not in perpetuity). ▪ The PGME Ontario Deans are meeting May 16 and May 19. More information will be provided as L. Champion learns about it. 		
PARO UPDATE		R. BARNFIELD	
DISCUSSION	<ul style="list-style-type: none"> ▪ PARO Awards took place on Tuesday, May 10. Congratulations to the Western award winners: 		

- Dr. Rob Arntfield – Excellence in Clinical Teaching Award
- Dr. Chintan Dave - Resident Teaching Award
- Daniel Foster – Medical Student Award
- Next PARO meeting on May 19 – will finalize the PARO social events for the incoming PGY1s and discuss transition planning for incoming PARO team.
- Completed a review of all the call rooms used by residents. This was an initiative to ensure optimal working conditions for residents. The PARO site team has been working with Medical Affairs on the initiative.

NRMP AND CARMS UPDATE **L. CHAMPION**

- DISCUSSION**
- There is an agreement between the US (NRMP) and Canadian match (CaRMS) that specifies that applicants to both the US and Canada will only match to one program. If the NRMP match is before CaRMS, then successful NRMP applicants will be removed from the CaRMS match and vice versa.
 - Applicants must declare that they are applying to both matches.
 - For the 2023 match, the NRMP is before CaRMS again and data sharing will occur. Issues with the shortened CaRMS timeline that prevented data sharing have been resolved.
 - Implications – programs will be reviewing files and interviewing applicants who will then be withdrawn from CaRMS.

COVID-19 UPDATE **L. CHAMPION**

- DISCUSSION**
- New COFM Immunization Policy as of April 2022. This is a standing policy that has been in effect for many years. This update moves away from specifying how many COVID vaccinations people require, and instead specifies that an individual must have the required vaccinations by a certain date as set by the clinical site, or they may not be able to be placed or report for work.

CBME UPDATE **J. VERGEL DE DIOS**

- DISCUSSION**
- Thank you to those who attended the recent Western Town Hall with Jason Frank. The session provided the Royal College perspective. They acknowledged that some programs are better set up and that transitioning to CBME can be stressful. The recording for the sessions are available on [Schulich's Video on Demand](#).
 - Upcoming events:
 - Zoom drop-in sessions for CBME implementation: May 26 @ 1:00pm ([link](#)); June 23 @ 1:00pm ([link](#))
 - Coaching & Feedback Workshops (mainly for 2022 programs but open to any faculty): May 26 and 30 ([registration link](#))
 - Royal College-led Town Halls for Program Directors: May 18 ([registration link](#)); May 24 ([registration link](#))
 - National Leads Meeting:
 - Conversations to come about shifting the O-SCORE entrustment scale to a supervision scale. This has been prompted by literature (Cate, Schwartz, Chen, Acad Med 2020; 95(11):1662-9). This is at an early discussion stage so please keep CBD Technical Guide #1 in mind. If you have any thoughts or concerns about this, please contact J. Vergel de Dios (jvergel@uwo.ca)
 - Future role of program CBME Leads. What is your program planning on doing with the Lead position if you have one?
 - 2023 programs: Ophthalmology, Pediatric Emergency Medicine, Pain Medicine.
 - New [Policies for Certification in CBD](#) (Feb. 2022), which replaces the Jun. 2020 version.
 - Latest CBD Technical Guides (Transfers, Exam Readiness and Leaves). PGME has created a memo on all the technical guides that summarizes each guide, why it is

	<p>relevant and who it is relevant for, as well as local PGME policies that apply/relate. It will be emailed early next week.</p> <ul style="list-style-type: none"> ▪ Clarification around exam-related timelines, including all relevant roles. This will be circulated in a separate memo. ▪ L. Champion and J. Vergel de Dios have been meeting with individual programs and discussing with Department/Division Chairs the issues around faculty engagement and accountability. Meetings with 20 programs have taken place (seven of those had Chairs attend), eight programs felt a meeting was not necessary, and five programs have deferred until their new Program Director begins. ▪ Resident Orientation will include two CBD online modules on OWL (Introduction to CBD for Residents, Introduction to Elenra for Residents). This will be available to all PGY1s between June 6-30 and will be on the PGME CBME website thereafter. <ul style="list-style-type: none"> ▪ 100% completion is expected. ▪ Programs are responsible for a program-specific orientation to CBD. Template slide decks are available. A. Good will circulate them after the meeting today.
AFC COMMITTEE TERMS OF REFERENCE L. CHAMPION	
DISCUSSION	<ul style="list-style-type: none"> ▪ Carried forward from last month. ▪ Areas of Focused Competence (AFC) programs are highly focused disciplines of specialty medicine, similar to fellowships, but accredited by the Royal College. ▪ AFC programs have their own unique challenges and best practices. ▪ A Subcommittee has been formed to support this group and their specific needs. ▪ The Terms of Reference have been reviewed and approved by the Subcommittee, which includes all AFC Program Directors and Program Administrators. ▪ Motion to Approve: B. Rotenberg, M. Weir. Motion carried. TOR have been approved.
CANMEDS 2025 L. CHAMPION	
DISCUSSION	<ul style="list-style-type: none"> ▪ CanMEDS will be updated in 2025 and will be looking at future societal and healthcare needs. Additional roles, responsibilities and competencies will be developed. ▪ Once these changes have been finalized, they will need to be incorporated into our residency training programs. ▪ Likely inclusions will be EDID, antiracism, aboriginal health and virtual care.
FOUNDATIONAL CURRICULUM L. CHAMPION	
DISCUSSION	<ul style="list-style-type: none"> ▪ To support programs with these important topics, and to get ahead of the CanMEDS 2025 implementation, PGME is looking to develop a foundational curriculum (name TBD) for PGY2 residents. It would cover mandatory topics that are applicable to all programs, over 3-4 sessions per year. ▪ PGME has put together a list of about 12 topics that will be circulated in a Qualtrics survey within the next week. ▪ S. Vennance: This is a fantastic initiative. Could this be available to year 4 students on an optional basis? L. Champion: Initially, this could be an option for other residency years and AFC trainees with the future goal of all residents obtaining the information and only requiring the curriculum in year 2. ▪ A. Lum: I just completed the foundational EDI learning series from Rainbow Health Ontario which was excellent. For some of these topics, great content is already out there but as they are outside of Schulich, can come with a fee. Would you be leveraging these programs if the content is already out there? L. Champion: We will be collaborating with all Western units and resources to make the curriculum in house as it has to be available for free from both a PGME standpoint and for our residents.
PGME PLANNING 2022-2023 L. CHAMPION	
DISCUSSION	<ul style="list-style-type: none"> ▪ External review and APOR preparations. The deadline for external review CanAMS documentation is May 31 and for APOR programs it is Sept. 9.

- Internal reviews and resident reports have been scheduled.
- CBD launch planning and follow-up, as well as Elentra upgrades.
 - S. Elsayed: There was talk about having year 4 of internal medicine rolled into the first year of the ID subspecialty training, with overlapping resident assessments and EPAs. This is not ideal for our faculty or program. Can you speak to this?
 - J. Vergel de Dios: This conversation has been happening since 2018 and is still going on. All medicine subspecialties and core IM are looking at the TTP EPS and looking to the delegation/carry forward of TPP EPAs. Given exam changes in internal medicine, they are looking to standardize it. Challenges have existed around some of the subspecialties on having ambulatory care. The Royal College is trying to help with each subspecialty committee, with the goal of coming to an agreement on what it means for IM residents and who is going to “look after” those TTP EPAs. This is a work in progress.
- Resources for new program directors will be expanded and available, including the availability of coaching. Thank you to those of you who will be acting as coaches for our incoming PDs.
- Policy updates and development will continue.
- A faculty evaluation policy has been drafted. Faculty evaluation is required in the institutional, residency and AFC standards but there is no policy or process at Schulich around it.
- A policy, and eventually a universal template in Elentra, will provide programs with best practices based on research.
- A. Lum: Thank you for this work. There is no Faculty Affairs policy on faculty evaluation. This can be incorporated into the CDP process and is one of the components that flows nicely with the AMOSO conversion.
- Resident Education Resources:
 - Resident as Teacher Bootcamp
 - Resident Wellness Curriculum
 - Pilot Foundations Curriculum
 - Resident Fatigue Risk Management and Burnout Seminar (new)
 - Dr. Andrew Park – Leadership Certificate course will be available again 2022-2023
- CaRMS and resident selection:
 - Program resources for best practices in file review and interviews (including strategies to address implicit bias and EDI)
 - Social accountability resources for incorporation.

TRANSFERS – EXTERNAL REQUESTS

L. CHAMPION

- Programs with external residents seeking a transfer have been contacted regarding capacity.
- Some caveats include:
 - Funding does not follow a resident – a transfer applicant to a five-year program will require at least four years of funding. This additional funding is not provided by the MOH.
 - Although there may be exceptional applicants and the program has capacity, funding could be (and usually is) a barrier.
- Process after a program has determined capacity:
 - PGME will collect applications (after the second iteration Match Day) and forward them to the PD and PA.
 - The program will review applications:
 - If there are applicants you want to interview, please follow the usual process (CaRMS)
 - If there are applicants who are not deemed suitable for the program, inform Tara Coletti in PGME and she will inform the home school

- If, after interviews have been completed, a program wants to offer a position, the PGME Office must be notified. No offers can be sent without full funding approval from the PGME Office.
- Deadlines: decisions must be communicated to the PGME Office (tcoletti@uwo.ca) no later than Friday, June 3. The transfer process and transfer policy and guidelines are on the [PGME website](#).

ADJOURNMENT (8:02 AM) AND NEXT MEETING

Next Meeting: Wednesday, June 8, 2022, 7:00 – 8:00 a.m., Virtual