

## PGME COMMITTEE MEETING MINUTES

	<b>Date:</b> Wednesday, October 11, 2023	<b>Time:</b> 07:00 – 08:00 AM	<b>Location:</b> Virtual
<b>MEETING CALLED BY</b>	L. Champion, Associate Dean, Postgraduate Medical Education		
<b>ATTENDEES</b>	<p>N. Adunuri, T. Awani, S. Bains, P. Basharat, S. Blissett, L. Bondy, P. Cameron, A. Cheng, M. Chin, J. Copeland, L. Diachun, D. Driman, S. Elsayed, A. Florendo-Cumbermack, D. Grushka, S. Gryn, F. Harnos, Y. Iordanous, L. Jacobs, J. Jang, M. Kahng, A. Kashgari, J. Laba, J. Landau, Y. Leong, K. Lotfy, W. McCauley, A. McConnell, D. Morrison, V. Ng, M. Ngo, S. Northcott, M. Phung, M. Qiabi, K. Qumosani, M. Rajarathinam, F. Rehman, J. Ross, B. Rotenberg, G. Sangha, M. Shimizu, P. Stewart, T. Van Hooren, J. Van Koughnett, S. Venance, J. Walsh, C. Zeman-Pocrnich, Q. Zhang</p> <p><b>Hospital Rep:</b> R. Caraman, K. Chan, A. Dukelow, D. McVeeney  <b>PARO Reps:</b> M. Chopcian, S. Scott <b>Guests:</b> L. Curtis, S. MacGregor, P. Morris</p>		
<b>REGRETS</b>	A. Lum, P. Rasoulinejad		
<b>NOTE TAKER</b>	Lindsay Curtis		

### 1.0 CALL TO ORDER (7:00 AM) & APPROVAL OF AGENDA, MINUTES

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>▪ Minutes approved – B. Rotenberg and J. Copeland</li> <li>▪ Updates to agenda: S. Northcott update on effects of current conflict on our learners and resources available; update on internal review process. Approved: F. Rehman and K. Qumosani</li> </ul>
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### 2.0 ANNOUNCEMENTS

**L. CHAMPION**

#### 2.1 WELCOME TO NEW PARO REPRESENTATIVES

- Incoming PARO Representatives: Dr. Melissa Chopcian (Site Chair), Dr. Catherine Gnyra, Dr. Stephanie Scott

#### 2.2 TIME ON, AND AWAY FROM, ROTATIONS PERSPECTIVE PARO

- Misinformation being distributed to residents; 'minimum of 15 full days' for proper evaluation; not a PGME guideline, not consistent with PARO information; assessments will be based on resident performance – there is no minimum time on rotation; no blanket policies; post-call days, academic half-days, educational days, etc. count as days on rotation; educational competencies may be impacted however if a block is shortened (if residents rotate multiple times on a block this should be taken into consideration)

### 3.0 UPDATES

<b>DISCUSSION</b>	<p><b>3.1 PARO UPDATE - M. Chopcian / S. Scott</b></p> <ul style="list-style-type: none"> <li>▪ Next GC meeting October 12 – plan socials and wellness initiatives to help residents socialise and prevent burnout and promote wellness</li> <li>▪ As part of PARO's fatigue risk management strategy the GC team is looking to create a non-urgent paging project to improve the resident overnight call experience and increase opportunities to sleep by reducing the non-urgent overnight pages</li> </ul>
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### **3.2 LEARNER EXPERIENCE UPDATE – S. Northcott**

- Current crises overseas has had a significant impact on our learners. Many learners have family/friends who may be under attack; some students have been part of discussions where they feel villainized or victimised; our learners are not feeling safe in the learning environment – learners who identify as one of the groups involved feel unsafe attending class if a fellow learner/facilitator has posted a strong stance on social media – feel that they will not be graded fairly; LEO is trying to provide support for those affected by the crises
- Email to be distributed to all post-graduate residents

### **3.3 OFFICE OF EQUITY, DIVERSITY, INCLUSION AND DECOLONIZATION UPDATE - S. Bains**

- New coordinator, EDI – Seidy Rayo
- Community of Support – if interested in joining, contact: [EDID@schulich.uwo.ca](mailto:EDID@schulich.uwo.ca)
- Value-add, not onerous, function as a connection to people working in this space within Schulich
- Anti-Racism Foundations Certificate Program is up and running; free to anyone who has a UWO account (course is free for all)
- Indigenous Teaching and Learning Series available as well (Western)
- Council on Reforming Equity, Diversity, and Inclusion for Trainees (CREDIT); awarded a grant last year which resulted in an open access platform of applying concepts related to EDI
- SD Survey PGME: soft launch for incoming PGME; overall – almost 90 respondents during last Orientation; goal to apply this survey for comparable data across Schulich/Western
- Chief as a Title: origin – European (from French – chef); used by colonists to refer to the leaders of Indigenous nations; for some Indigenous nations it was an imposed role by European colonists; from Indigenous group perspective this is not a pressing issue

### **3.4 PGME EDUCATION UPDATE - S. MacGregor**

- Certificate in Leadership (CiL): applications are in and being reviewed; selected applicants and their programs will be informed by October 20; first session will be November 16 – Emotional Intelligence
- Serious Illness Conversations Retreat (SICR) 2024: March 1 at Ivey Spencer; formerly the End of Life Care Retreat; nomination forms sent October 5, due October 27
- Resident as Teacher Bootcamp (RTBC) 2024: February 8/9 at Ivey Spencer; nomination forms sent October 11, due November 3
- Needs Assessment for Programs: will go out October 13; will NOT be anonymous (intent is to be able to gather information on programming and its needs; areas where PGME can support); should take 10-15 minutes; sections include – review of existing programming within Programs; review of T2R for PGY1 as it stands; proposal for smaller T2R Summer Series for PGY2; general feedback; choose one rep from program to submit

### **3.5 CBME UPDATE - L. Champion**

- Competence Committee Resources: CC TOR – updated to reflect that CC is a subcommittee of the RPC but that RPC is not required to ratify CC decision; CC may provide a report for information; CC report at end of agenda (residents/trainees excused); also available in November - Academic Advisory role description and confidentiality agreement template
- CC Process guide – CC may be entrusted with decision making, or have CC decision approved/ratified by RPC; note – in the Resident assessment/Appeal policy CC may be delegated the RPC responsibilities: “The responsibilities of the RPC set out in sections 2 to 16 and section 19 may be delegated to the

Competence Committee ... The delegation of responsibilities to the Competence Committee should be incorporated into the RPC and Competence Committee Terms of Reference as applicable.”

- Includes general guidelines; selecting residents for review; reviewer; a variety of assessments; decisions; follow-up with residents
- Checklist: reminder that Dr. H. Iyer is available to attend CC meetings; in addition, there will be programs in which PGME will be attending CC meetings as component of PGME assessment process; intended for the review to be a component of program feedback and quality improvement
- Feedback: from a variety of CC meetings and internal reviews; areas for improvement identified include: CC focusing only on EPAs with no other form of assessment; no reviewers or delegation (all done by the CC Chair/program director; late or deleted assessments (ITERS, EPAs, etc.)
- CBD 2.0 Update: National Summit September 18/19 (second of three); summary attached (path forward not clear; coaching and feedback is important; fewer EPAs); no change currently except that CC does not require RPC to ratify; the flexibility of the Commitment to Action was always available
- Resident Pulse Check October 23-December 1; questionnaire from Royal College to RDOC and FMRQ; will be going to PARO to distribute in Ontario; encourage residents to complete – it has informed and created change for CBD

**3.6 EPA REPORTS - L. Champion / P. Morris**

- Reports – q6 months
- Target – 90% under 14-days
- EPA expire rate – this is a faculty issue; target of <5%
- EPA completion rate has gone from 70% to over 80% on average; expiry rate has gone from over 10% down to 9.4%
- Faculty Triggered EPAs – New Target: assessment ideally is a shared responsibility; faculty triggering of EPAs – very few faculty overall; faculty triggering promotes faculty involvement and encourages feedback; takes some of the assessment burden from residents; for residents – it contributes to a sense of support for assessment and tasks; PGME provides data – but have not had a target – the target going forward will be 10% of EPAs faculty triggered
- How to manage EPA requests: remove task and provide reason; forward task to correct assessor; delete and provide reason

**4.0 NEW BUSINESS**

**L. CHAMPION**

**DISCUSSION**

**4.1 SUBCOMMITTEE TERMS OF REFERENCE REVIEW**

- Internal Review Subcommittee: approval of TOR; reflects expanded membership and responsibilities
- Motion to approve new TOR: L. Jacobs and W. McCauley

**4.2 INTERNAL REVIEW PROCESS UPDATE**

- New resident report with information specifically about discrimination; opportunity for residents to provide individual and anonymous feedback to the internal review team (which will be a component of the new Standards) – this will be a Qualtrics survey from PGME;
- The internal review draft report will be sent to programs for ‘errors of fact’ prior to Internal Review Subcommittee review;
- There is a requirement for AFI progress report within a year; some programs may be undergoing another internal review (if a large number of AFIs have been identified for example)

**6.0 QUESTIONS & ADJOURNMENT (8:00 AM) AND NEXT MEETING**

**Next Meeting: Wednesday, November 8, 7:00 – 8:00 AM, Virtual**

