PA EXECUTIVE COMMITTEE

Thursday, September 8, 2016
E2-128, LHSC-VH
8:30 am

MINUTES

Attendance: K. Nitz (Chair), L. Baker-Spiller, S. Deakin, L. Dengler, C. Hilliard, M. Minka, S. Mioduszewski, C. Sikatori, C. Ward

Regrets: S. Rumas

1.0 Approval of June 2, 2016 Minutes
The minutes of the previous meeting were approved.

2.0 Old Business:

2.1 PGME Meeting September 7, 2016

2.1.1. Competency Based Medical Education
Drs. Watling and Venance provided a brief CBME update and announced plans to send out a monthly CBME newsletter starting in the near future. Dr. Watling encouraged program directors to attend the November 4th CBME retreat, and/or to have a faculty member (CBME lead) attend. He also would like to see all programs form a Competency Committee now rather than waiting for their program's CBME rollout. The Competency Committee will review all resident evaluations and make recommendations to the RPC regarding resident promotion. The PD should be a member of the CC but should not be the Chair.

Our group discussed the issue of confidentiality with respect to various faculty members being aware of a resident's weaknesses and the issue of potential bias when evaluating that resident. Kim posed that question to Dr. Watling at the meeting and he stated that it has always been permissible for faculty to share information on a resident's progress.

Dr. Watling also suggested programs discuss ways to involve residents in the CBME transition.

2.1.2. Internal Reviews
Dr. Watling stated that more Program Directors are needed to conduct internal reviews and reminded the group that there is a $1000 stipend paid for their time.

2.1.3. Waivers of Training
Dr. Watling discussed the purpose of waivers-of-training and suggested that residency program committees review the circumstances under which they should be granted. He asked that programs remind residents that it is not guaranteed that waivers will be granted for leaves; they must still have met all their program requirements and, in CBME, competencies.

2.1.4. Transition to Residency Sessions
Dr. Watling reported that attendance at these sessions was poor and the group will be discussing ways to bolster attendance in future. It was noted that London residents were using the live streaming option that was intended for use by residents at distributed education sites.

2.2 Treasurer's Report

- Corey reported that the balance remains at $1767.01. There are no anticipated costs prior to the November retreat.

- It was agreed that another letter will go out to programs in the Fall to supplement costs of the retreat.
- Charlotte volunteered to be the third signatory on file.

2.3 <u>ICRE Update</u>

3.0 New Business:

3.1 **<u>PA Exec Positions available (now and in January)</u>**

- Kim reminded the group that there is one Member-at-Large position available. The group agreed there is no urgency to fill that spot.
- Kelsey Klages will be joining the Committee representing Family Medicine (in the position vacated by Fred Ross).
- The positions of Vice Chair and Chair will be available in January. Kim encouraged members to consider these positions. She will be asking for nominations come November.

3.2 **<u>LHSC Exercise Program</u>**

- Kim spoke with Bill Davis about Western employees not being permitted to participate in the LHSC exercise classes despite the fact that they work in the hospital. Bill is working on this.
- The hospital says it is an issue of liability in case of personal injury, although those participating in the classes sign waivers for this reason.

3.3 **<u>ICRE Dinner</u>**

- Scott organized last year's dinner and there were only about 8 people who attended. The group agreed that it's a nice option for PAs who may not have other plans on the Wednesday night.
- Lori will arrange for reservations at a restaurant near the conference centre for Wednesday night.

3.4 **<u>PA Exec Manual & Website</u>**

- Kim requested members send in their tips and tricks for the website.
- Charlotte was asked to submit a photo and bio for the website.
- All members were asked to review the PA manual on the website and bring any suggestions/changes to the next meeting.

3.5 **<u>Fall Retreat (Friday, November 18)</u>**

- It has come to our attention that November 18th is a PD day. Kim will look into the possibility of moving the retreat to Thursday, November 17th. If the space is available, she will contact Drs. Kim and Jen Foxcroft regarding moving their talks to that date, and Lori will contact Betty Holme and Candace Miller.

Meeting adjourned at 9:40 a.m.

Minutes submitted by:
Lisa Baker-Spiller
Secretary, PA Executive Committee