PA EXECUTIVE COMMITTEE

Thursday, February 11, 2016
Room C8-125, LHSC-UH
8:30 am

MINUTES

Attendance: K.Nitz (Chair), L.Dengler (Vice Chair), T. Coletti (PGME rep), L.Baker-Spiller, S.Deakin
K.Hayes, S. Mioduszewski

Telecom: C.Ward

1.0 Approval of Minutes of January 14, 2016

The minutes were approved.

2.0 Old Business:

2.1 PGME Meeting February 10, 2016

2.1.1 Competency Based Medical Education

- A discussion on CMBE and what resources would be needed to implement took up most of the meeting
- Dr. Watling asked that Program Directors consider the needs of their programs with respect to resources, including HR, IT, and technical resources

2.1.2 OR Closures

- OR closures and the impact on surgical specialties continue to be topic of discussion. Dr. Watling is looking into having an surgical/resident representatives on the Committee that determines the closures

2.1.3 MCCQE II Pass Rate for Western

- The pass rate for CMGs is 88% and for IMGs, 56%
- PDs are asked to think about ways they can help residents improve their performance
- It was suggested that practice exams may be a useful tool
- PGME may host an academic half day for residents who will be writing

2.1.4 Occupational Health:

- Occupational Health has agreed to provide the service for residents requiring EPP screening (CPSO guidelines, but Occupational Health requires a doctor of record for requisitions and results. This is not the system that is currently in place for physicians (i.e. needle sticks) and Dr. Watling will continue to work with Occupational Health in this regard
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2.1.5 Faculty Lead - CMBE

Dr. Shannon Venance, Faculty lead for CMBE implementation, would like to attend the June PA Executive meeting for preliminary discussions on CBME

2.2 Treasurer Update:

- Deferred to next meeting as C. Hilliard was not in attendance

3.0 New Business:

3.1 Terms of Reference/Processes/Membership

- Some members were requesting more detailed process regarding member/role selection. Now that the Committee has grown and is successful, definition of process is required. The group agreed that creation of detailed process was due provided there be continuity of membership, and at the same time recognizing that new members are a key component to a healthy and forward-thinking Committee. To that end, terms for each position were set, and an application and voting process was determined
- With membership start and end dates being staggered, continuity of membership is maintained
- After much discussion, the Terms of Reference were edited and agreed upon by Committee members in attendance to reflect the process changes
- Revised Terms of Reference per the discussion will be distributed for a final review to those in attendance, followed by to distribution all PA Executive Committee members for finalizing/voting at the March meeting

3.2 Website Updates/Tips & Tricks

- Kim will send out a reminder that all Committee members are expected to send in their biographies and offer two or more Tips & Tricks that can be included on the website

3.3 Tips & Tricks Committee Approval:

- The group felt that all tips and tricks should be included on the website at this point. We cannot determine what may be useful to others so, unless anything is submitted that is inappropriate, all will be posted

3.4 Retreat Breakout Sessions

- Deferred to next meeting

Meeting adjourned at 10:30 a.m.

Minutes submitted by:
Lisa Baker-Spiller
Member-at-large, PA Executive Committee