Schulich
MEDICINE & DENTISTRY

Western

Minutes
Program Administrators
Executive Committee
Thursday, January 14, 2016
Victoria Hospital, McLachlin Room E2-128
0830-0930

Present: Kim Nitz, Mindy Minka, Scott Rumas (PGME rep), Susanne Deakin, Lisa Baker-Spiller, Corey Hillard, Suzena Mendes, Kate Hayes
Telecom: Christine Ward, Mary Petersen
Regrets: Sharon Storey, Lin Hill, Sylvia Mioduszewski
Absent: Lori Dengler

1.0 **Minutes of December 10, 2015 :**

- Minutes approved by consensus

2.0 **OLD BUSINESS:**

2.1 **Western PGME Meeting: Kim Nitz**

CBME Update:
As you are aware the start date has been delayed. This is due to the e-portfolio and resources (staff and funding). Apparently, some schools have privacy concerns re: portfolio as personal information cannot be sent to an external server.
Dr. Watling will put Western forward as the Royal College is looking for some programs to "trial" the e-portfolio and report back to the RC. It was recommended by PDs in attendance that some PAs be involved in this if London is selected for the trial.

2016 PGY1 Orientation:
July 1 falls on a Friday which makes a late start date of July 4 for incoming residents. Therefore, June 30 will be the start date for new resident orientation. As we cannot mandate attendance prior to July 1, residents who attend on June 30 will be offered a lieu day later in the year. Programs are encouraged to limit call for PGY1s for the first few days of July.

MCC:
MCC has on-line orientation modules in ethical and legal issues, as well as communication skills. This may be a good resource for programs. Further information can be found at http://physiciansapply.ca/orientation/

Surgical Closures re: Budget:
The impact of OR closures on resident education was discussed. 2015 resulted in 30% OR closures to less OR opportunities for residents -- this results in other ORs being filled with sicker patients and more patients, all of which result in less OR time for the surgical resident.

As well, complaints have been received from some peripheral centers -- when we send residents to cities that do not have residents regularly, the OR time in that city is affected as the # of patients they get through in the OR is decreased due to teaching of the residents.

Dr. Watling will do some follow-up -- i.e. resident reps on the CWPOC, do we take on less residents if we cannot offer appropriate OR teaching? Could residents do projects (i.e. CQI) during OR down-time per CanMEDS roles?

MCCQE:

There was a minor marking glitch in the MCCQE part 1 so the MCC is working to correct and contact those it affected

There was an 18% failure rate in the MCCQE part 2, 93 Western residents wrote and 17 failed. Residents are not required to disclose failures to programs. Failures have no effect on their education license, but do on independent licenses. Program Directors are encouraged to send an email to those in their program who have written and explain the failure rate and to encourage any to come to meet with the PD for study help prior to the re-write.

CaRMS:
PGME encourages programs to consider and rank all candidates even if they have concerns re: citizenship (landed immigrant paperwork processing time). PGME will flag those that may not be able to be processed by July 1 and will notify the program if there is a problem.

PGME minutes are available to all PA's on the PGME website
http://www.schulich.uwo.ca/medicine/postgraduate/

2.2 **Treasurer Report: Corey Hillard**
Balance in the account is just over $2300
Action: Please send donations in way of cheques or transfer to Corey Hilliard

3.0 **NEW BUSINESS**

3.1 **Membership:**

Lin Hill and Sharon Story representatives from the Department of Family Medicine have withdrawn their membership on the committee. There have been many changes in the administrative structure within the Department and they may reconsider at a later date. Lisa Baker-Spiller will assume the role of Secretary, and Christine Ward will continue as a member-at-large. An official vote regarding these changes will be made at the next meeting.

3.2 **PA Website/Email:**

There is now a new email address for the PA Committee members. When communicating business regarding this committee please use programadministrators@sjhc.london.on.ca . Novell messenger is not compatible with Schulich but members of this committee are encouraged to use messenger on a daily bases when communicating with one another. Members are reminded to send Kim a headshot and short bio for uploading to the PA Executive website. Mindy Minka has agreed to assist Kim with maintaining the website.

ACTION: Lisa Baker-Spiller will produce a bio template and circulate to members for approval.

Tips & Tricks:

Members are asked to send ideas for this section of the website. Some examples would be a weekly schedule for residents, including academic events. Perhaps send out a tip of the month to encourage people to visit the website. A disclosure should be on the website that these are only tips & tricks and they may not necessarily be applicable to all programs.

ACTION: Send your tips and tricks to Kim and Mindy for discussion at the next meeting.

3.3 **Schulich/DEN Conference: Mary Petersen**

DEN has recently had a name change and will now be referred to as the Office of Distributed Education. The office will provide support for the residents, hospitals and preceptors in the community. An announcement will be sent out soon regarding this change.

The Schulich Educational Conference for faculty is being held April 1, 2016 at the Ivey Spencer Leadership Centre. On March 31st the day will be dedicated to Program Administrators. Further information and registration will be coming soon. Further details

can be found at
https://www.schulich.uwo.ca/distributededucation/about_us/education_conference.html

3.4 **Retreat Breakout Sessions:**
Members are asked to research "PA Wellness Ideas" for discussion at the next meeting. Other possible topics discussed for the breakout sessions include: Visiting Electives office, the Office of Distributed Education, and the Learner Equity & Wellness office.

Addendum:

The Vice Chair was absent from the meeting but had previously sent an email to the Chair regarding the creation of sub-committees in order to have PA's become invested in their own learning and development. This email was read out to the members and discussion ensued. It was agreed by all in attendance that creating sub-committees from a small pool of administrators is not feasible at this time. As the committee grows, there might opportunities to revisit this in future.

Meeting adjourned at 9:35 am
Next meeting: **Thurs, Feb 11, University Hospital, Duff Conference Rm C8-125**
Respectfully submitted: Christine Ward