

PGME COMMITTEE MEETING

Minutes	Date: November 15th, 2017	Time: 7:00-8:00am	Location: HSA 101
Meeting called by	Dr. Chris Watling, Postgraduate Medical Education Associate Dean		
Attendees	J. Binnendyk, R. Butler, G. Cooper, K. Faber, P. Gill, S. Gryn, R. Hammond, N. Huda, M. Jenkins, S. L. Kane, G. Kim, S. Macaluso, S. Mioduszewski, S. M. Prefontaine, B. Rotenberg, S. Rumas, M. Sen, J. Sischek, M. Taabazuing, G. Tithecott, T. Van Hooren, S. VanUum, A. Yazdani; PARO Reps: M. Machado; Hospital Rep: M. Doherty Nielsen; P.A. Exec Rep: L. Dengler; Guests: W. Weston; L. Moist		
Note taker	Courtney Newnham; Courtney.newnham@schulich.uwo.ca		

Agenda Topics

1. CBME PROGRESS REPORT		Dr. C. Watling
Discussion	<ul style="list-style-type: none"> . The retreat on November 3rd was well received; the next two retreat dates have been set: February 16th & May 25th, 2018 . PDs, CBME leads, and PAs are encouraged to attend . Up to this point, the retreat information did not appear to be relevant to residents; however, starting to find that residents' early experiences might be very helpful in understanding what works and doesn't work about implementation . Committee agreed resident input would be valuable . PGE has a CBME website that can be accessed through the main PGE website; useful information is updated making it worth re-visiting on a regular basis . Please send suggestions to PGE if there are resources that are not provided that would be useful to programs 	
2. RESIDENT AS TEACHER BOOTCAMP		Dr. C. Watling
Discussion	<ul style="list-style-type: none"> . The bootcamp took place last week over two days . The sessions were very well received by residents . At least one resident from each program attended . Sessions included learner orientation and learner environment, teaching in the moment, teaching evidence based medicine, teaching difficult learners, teaching patients, and feedback . The purpose of the bootcamp is twofold: 1) to provide an intensive experience in teaching and learning principles to a motivated group of residents and 2) to build capacity across the whole resident group 	

. PDs encouraged to use those residents who attended over the next year; ask them once during the academic year to present at an AHD or noon rounds to share something about what they've learned with residents and faculty

3. ACCREDITATION UPDATE

Dr. C. Watling

Discussion

. The New Standards PD Workshop took place on October 26th
 . The group identified a number of standards that would require us to think a little differently on how we put evidence forward on how programs are meeting them
 . All of the new standards requiring a bit more attention, along with suggestions on how to address those new standards have been collated into a document that has been circulated to PDs and will be uploaded to a dropbox which all programs will have access to; the hope is to have this serve as a working document where PDs can add information based on initiatives that have already been put in place or are developed over the next year to address these new standards
 . Please feel free to provide suggestions on the kind of specific support programs will require leading up to the on-site visit in 2019
 . Dr. Watling is hopeful that by January we will have an idea of when the new Accreditation Management System (AMS) will be available for programs. The hope is to have access at least 18 months prior to the 2019 visit

New Standard Highlight

. Standard (1.2.4.1) *There is a standardized job description for PDs, which outlines the mandate, expectations, supports, resources, protected time, reporting, and accountability for the role*
 . PGE office has been working on updating the current job description to meet these new requirements; prior to the next meeting in December, a draft will be circulated to the Committee for review and will be discussed as a group and finalized
 . The old job description has a 2006 suggested remuneration guide which is out of date; in the early part of 2018, an updated recommendation for time and support will be circulated for approval
 . Comparisons from the University of Calgary and McGill were discussed and are included in the slides attached; current time and support provided by Schulich to Program Directors was also highlighted and is included in the slides attached
 . PGE working to develop a generic Program Administrator job description which will be circulated in the new year
 . Dr. Watling will be meeting with all Chairs to discuss support needs for programs

4. NEW EDUCATION DEVELOPER

S. Rumas

Discussion

. Ms. Julie Sischek is PGE's new Educational Developer, Julie.sischek@schulich.uwo.ca, 519-661-2111 ext. 87537
 . Julie will be in contact with programs to discuss their educational needs over the next few months

5. PROFESSIONALISM CPD SESSION

Drs. Kim & Weston

Discussion	<ul style="list-style-type: none"> . Drs. Weston, Lent, and Kim have run a professionalism CPD session over the last three years primarily for faculty but open to residents, which covers topics such as, what is professionalism, how to teach and assess professionalism, how to give feedback to learners, and remediation for difficult cases . It is offered through CPD in the fall and spring . Key issues from the perspectives of PDs that should be included in the workshop were discussed . The goal for this year is to demonstrate good modeling for trainees and to include a vibrant curriculum by meeting with stakeholders, including Chairs, Faculty Affairs, LEW, PDs, Postgrad, and residents . Suggestions to enhance the curriculum are encouraged and can be sent to Dr. Kim (gkim53@uwo.ca)
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6. QUALITY IMPROVEMENT & METRICS IN MEDICINE

Dr. L. Moist

Discussion	<ul style="list-style-type: none"> . Dr. Moist spoke about quality improvement metrics and how they intersect with what's happening in residency training . When residents join teams, there are metrics that consultants will be accountable for, using a scorecard such as discharge summary timeliness which will be coming shortly from the AMC . Program Directors are involved for two reasons: 1) how do we orient learners to these outcomes and expectations that will be measured now and 2) how do we build residents up into this culture of accountability for your outcomes that consultants are not 100% responsible for but they're still accountable for? . PDs are encouraged to orient and make residents aware of QI data, score cards, and accountability . Encouraged to involve residents in this initiative as a QI project . In turn, this initiative is preparing trainees for the QI/accountability environment once they finish training
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7. ADJOURNMENT AND NEXT MEETING

Date and time	<p>The meeting was adjourned at 8:00 am. Next meeting scheduled for Tuesday, December 19th, 2017, 7:00-8:00am, HSA101</p>
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