

## PGME COMMITTEE MEETING

Minutes      Date: February 11th, 2015      Time: 07:00am-08:00am      Location: HAS 101, Western

Meeting called by	Dr. Chris Watling, Postgraduate Medical Education Associate Dean
Attendees	A. Al-Areibi, L.C. Ang, K. Faber, A. Haig, V. Hocke, J. Howard, M. Jenkins, C. Kortas, M. Ott, S. Rumas, M. Sen, K. Sequeira, T. Sexton, M. Taabazuing, G. Tithecott, J. Wickett, A. Yazdani; PARO Rep: V. Diaconita, J. Lukovic, E. Rubin; Hospital Reps: M. Macpherson; P.A. Exec Rep: K. Nitz; Guests: J. Binnendyk
Note taker	Courtney Newnham, courtney.newnham@schulich.uwo.ca

### Agenda Topics

## 1. HUGO Update Dr. C. Watling

Discussion	<ul style="list-style-type: none"> <li>. Dr. Watling spoke at the Medical Advisory Committee in January which provided an opportunities to speak to a number of Chairs/Chiefs</li> <li>. Work moving forward will have to come from individual departments and divisions making decisions that make work as efficient as possible for the people who work within that group</li> <li>. Next phase of HUGO, the Optimization phase, is starting now</li> <li>. Thirty optimization projects have been identified with a priority on six; one of which is learner support and integration</li> <li>. Ongoing need for training, support, and attention to maintaining and improving the efficiency with which residents and medical students can use this system</li> <li>. No funding for new projects has been assigned at this point</li> <li>. Dr. Tithecott provided an update regarding HUGO's impact on medical students</li> <li>. 70% of third year medical students were surveyed. Feedback is that medical students are not writing orders and it is significantly impacting their learning in clerkship and impacting their career choice by program or by site</li> <li>. If there is a way, please support and help medical students write orders</li> </ul>
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1.1 Action item	Person responsible	Deadline
1. Provide update on optimization phase funding for HUGO	C. Watling	March 11 <sup>th</sup> , 2015
2. Provide update on emergency room help with completing medication information for patients	C. Watling	

## 2. POLICY RENEWAL COMMITTEE UPDATE Dr. C. Watling

Discussion	<ul style="list-style-type: none"> <li>. Minor modifications around leaves; PGME recognizes there have been some situations where residents are on indefinite leaves without providing any feedback of when or if they plan to return</li> <li>. Changes will be shared with the PGME committee for approval</li> <li>. There are two policies we don't current have that are required for accreditation purposes,</li> </ul>
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	listed in the A standards: 1) School-wide Resident Promotion Policy 2) School-wide Resident Selection Policy . The committee discussed the need for these two policies. It was determined that a policy on resident promotion would not be helpful to programs. A review of the remediation and probation policy to determine if there is room for language around decision making about promotion that may be influenced by remediation is required. . PARO is discussing guidelines currently around promotion from one PGY level to another. It was determined to wait until those guidelines are released before making a final decision. . There was positive feedback for a school-wide policy on resident selection, especially with IMG and sub-specialty selection. It was recommended that the policy be written so it does not constrain programs in selecting residents.		
3. CanMEDS 2015		Dr. C. Watling	
Discussion	<ul style="list-style-type: none"><li>. There is a new CanMEDS 2015</li></ul> What has changed: <ul style="list-style-type: none"><li>. There is clearer, more specific language</li><li>. New milestones as markers of expected resident performance at various levels of training</li><li>. Manager role is now called Leader – there is new emphasis on: ambiguity and uncertainty in practice, patient safety, eHealth, teams and inter-professionalism, and accountability for continuity of care</li></ul>		
4. FEEDBACK OF TEACHER EVALUATIONS TO TEACHERS AND RPC		Dr. C. Watling	
Discussion	<ul style="list-style-type: none"><li>. Dr. Watling reviewed the weaknesses listed from the last on-site accreditation that were assigned to the whole school</li><li>. The first weakness listed is the inconsistent approach across programs to the assessment of teachers</li><li>. Dr. Watling wrote and circulated a document that is tied to accreditation standards to guide how programs should approach this issue</li><li>. All teachers have to be assessed regularly with respect to the quality of their teaching, residents have to participate in that process but the effort should be made to allow them to participate anonymously</li><li>. Committee members discussed the process in their own programs, along with challenges they encounter</li></ul>		
4.1 Action item		Person responsible	Deadline
Review and provide feedback on the document circulated by PGME regarding teacher evaluations		Program Directors	March 11 <sup>th</sup> , 2015
5. PGY-1 ALLOCATION/ PLANNING FOR 2016		Dr. C. Watling	
Discussion	<ul style="list-style-type: none"><li>. It is anticipated there will be a smaller number of PGY-1 positions in 2016 at every medical school in the province; likely a modest one-time reduction. Numbers have not been made public at this time.</li><li>. The target number provided by the Ministry of Health will be distributed among the six medical schools based on the proportion of total trainees that each school has. Schulich accounts for 16% of the total PGY-1s in Ontario.</li></ul>		

	<ul style="list-style-type: none"><li>. In past years, programs have been asked to reduce a position and PGME has accepted their refusal. Moving forward, PGME may not have the luxury of accepting a program's decision not to reduce.</li><li>. It is important to protect the integrity of programs as much as possible and protect the integrity of the service residents are providing</li><li>. There is a provincial meeting on February 12<sup>th</sup>, 2015. Meeting details will be shared at the next PGE meeting in March.</li><li>. The Residency Allocation Committee's reduction recommendations will be shared with the PGME committee</li></ul>		
5.1 Action item		Person responsible	Deadline
Provide update regarding a reduction in PGY-1 numbers from the Ministry of Health		C. Watling	March 11 <sup>th</sup> , 2015
6. LEARNERS IN DIFFICULTY			C. Watling
Discussion	<p>An overview of how to help a resident in difficulty was discussed and the steps to follow include:</p> <ul style="list-style-type: none"><li>. Define the problem</li><li>. Determine whose problem (teacher, learner, system)</li><li>. Confirm the diagnosis (careful data gathering, direct observation, input from multiple sources)</li><li>. Talk to the learner</li><li>. Design and implement an intervention</li><li>. Ask PGME for help if needed</li></ul> <p>For further details, please review the slides sent to the committee on Wednesday February 11<sup>th</sup>, 2015</p>		
7. UME UPDATES			Dr. G. Tithecott
Discussion	<ul style="list-style-type: none"><li>. UME will be asked to look at resident evaluations and all PDs have a resident evaluation process through One45</li><li>. A Physician's Leader course will be offered at the end of year one on a Tuesday and Wednesday in May. The course is designed to help medical students learn to function within a team and function within a dysfunctional team in the workplace. UME is looking for 17 residents to facilitate this two-hour course. Dates will be sent out shortly.</li></ul>		
8. AJOURNMENT AND NEXT MEETING			
Date and time	<p>The meeting was adjourned at 8:10am. Next meeting scheduled for <b>Wednesday, March 11th 2015, 7:00am – 8:00am</b> <b>HSA101, Western</b></p>		