

## PGME COMMITTEE MEETING MINUTES

	<b>Date:</b> Wednesday, July 22, 2020	<b>Time:</b> 07:00 – 08:00	<b>Location:</b> Teleconference
<b>MEETING CALLED BY</b>	L. Champion, Associate Dean Postgraduate Medical Education		
<b>ATTENDEES</b>	<p>P. Basharat, V. Beletsky, P. Bere, A. Cave, S. Dave, G. Eastabrook, S. Elsayed, A. Florendo-Cumbermack, K. Fung, R. Ganesan, S. Gryn, A. Haig, R. Hammond, C. Hsia, N. Huda, Y. Iordanous, S. Jeimy, T. Khan, D. Laidley, S. Lam, P. Leong-Sit, E. Lovett, A. Lum, S. Macaluso, C. Newnham, M. Ngo, M. Ott, T. Paul, A. Power, S. Pritchett, M. Qiabi, K. Qumosani, B. Rotenberg, H. Salim, V. Schulz, P. Teefy, J. Thain, G. Tithecott, L. Van Bussel, T. Van Hooren, J. VanKoughnett, J. Vergel de Dios, M. Weir, C. Yamashita, J. Yoo</p> <p><b>Hospital Rep:</b> B. Davis, S. Fahner <b>PARO Rep:</b> B. Chuong <b>P.A. Exec Rep:</b> C. Kinsman, C. Sikatori <b>Guests:</b> J. Binnendyk, S. Giberson-Kirby, A. Good, J. Parraga, K. Trudgeon</p>		
<b>REGRETS</b>	A. Grant, H. Iyer, D. Morrison, S. Northcott		
<b>NOTE TAKER</b>	Kate O'Donnell; kate.odonnell@schulich.uwo.ca		

### CALL TO ORDER & APPROVAL OF AGENDA/MINUTES

**DISCUSSION** Agenda, Minutes – APPROVED

### ANNOUNCEMENTS

#### T2R: TRANSITION TO RESIDENCY

- DISCUSSION**
- Eight-week series has begun, is being delivered virtually, and will run until August 26<sup>th</sup>.
  - At the session on July 29<sup>th</sup>, both Dean, Dr. John Yoo and Western President, Alan Shepard will welcome residents to their Transition to Residency program.

#### MEDICAL STUDENT ELECTIVES

- DISCUSSION**
- Final year medical student electives have been cancelled across Canada.
  - Electives will be available for Western students within Western programs. Preliminary schedule of mandatory rotations will be complete by mid-October. Programs are urged to accommodate final year student electives. No decision has yet been made on class of '22 electives.

#### NEW PROGRAM DIRECTORS, PA COMMITTEE CO-CHAIRS

- DISCUSSION**
- Welcome to new Co-Chairs of Program Administrator Executive Committee, Carrie Kinsman and Charlotte Sikatori.
  - Welcome to new Program Directors: David Laidley, Nuclear Medicine; Stephany Pritchett, Diagnostic Radiology; Yiannis Iordanous, Ophthalmology; Michelle Ngo, Interim PD Child & Adolescent Psychiatry; Ashlay Huitema & Patrick Teefy, Cardiology;

Bill Moote Interim PD Immunology & Allergy effective October - January; Jenny Thain, Geriatric Medicine; Lisa Van Bussel, Geriatric Psychiatry effective August 7<sup>th</sup>; Hatem Salim, Internal Medicine with Selay Lam as Assistant PD and Tayyab Khan as assistant PD for PGY4s.

## POLICY SUBCOMMITTEE

### DISCUSSION

- New terms of reference have been drafted in order to meet accreditation standards, and will be approved at ECSC.
- The Subcommittee will meet 3 to 4 times per year to develop new policies and review current policies on an interim basis every three years.
- Current policies being drafted for review include a moonlighting policy, resident selection policy, and a fatigue risk management policy.
- Please contact Dr. Champion or Andrea Good in PGME if you are willing to join the Subcommittee.

## UPDATES

### ACCREDITATION UPDATE

### DISCUSSION

- Final decision letters are not yet available for the majority of programs, will be available in August.
- Final decision letters have been issued for programs that received a recommendation of APOR, External Review, or Notice of Intent.
- Each program was reviewed by the Residency Accreditation Committee, with two additional reviewers who were not on the original survey team. As a result, a number of program accreditation recommendations were changed, key changes include Anesthesia moving from Notice of Intent to External review, Medical Oncology and Ophthalmology from External review to APOR, Clinical Pharmacology from APOR to regular review, and Emergency Medicine moving from APOR to External review. All programs have been notified, and have received their final decision letter and full accreditation report.
- Andrea Good, Accreditation Specialist for PGME, is coordinating the internal reviews taking place in 2021 for programs scheduled for an External review in 2022, as well as APORs required for submission in 2021 and 2022.
- Accreditation reports will be shared with Program Directors, and Department Chairs.
- Programs with an accreditation status of follow up at next regular review will undergo the in-house, PGME-scheduled internal review cycle between 2023 and 2025, at which time programs will update their information in the CanAMS system.
- Once we receive all final decision letters, the RCPSC will unlock program profiles, at which point programs can make changes. There will be a specific section in program profiles for areas of improvement.

## RESIDENCY ALLOCATION COMMITTEE

### DISCUSSION

- In 2016, the MOH decreased residency allocation numbers for all Ontario schools. Western was asked to make a reduction of 5 resident positions each year.
- The RAC decides which programs have to make a reduction. Family Medicine and Internal Medicine each carry a reduction of 1 resident per year, and this year, the other three programs that will have a reduction of 1 resident position in 2021-22 are OtoHNS, Pediatrics, and Psychiatry.

## PARO UPDATE

### DISCUSSION

- An agreement has been made for a one-time payout to residents of unused vacation days within the 2019-20 academic year. Unused vacation does not have to be related to COVID issues.
- Program Administrators have been providing information on unused vacation to Medical Affairs. Residents will be contacted to confirm that the information that has been provided is correct, and will be asked to complete an attestation form.

- Unused lieu days may be carried over into the next academic year, with an extra 30-day extension.
- The payout should be issued in September/October.

### ANTI-RACISM WORKING GROUP AND SYMPOSIUM

#### DISCUSSION

- The Western Anti-Racism Working Group final report can be found [here](#), and Western's response to the report is available [here](#), which includes information on administrative commitments to action.
- A Schulich School of Medicine & Dentistry Anti-Racism Symposium is being planned for September 30th. Program Directors will be invited to attend. The Anti-Racism working group will complete ongoing work, and submit reports to the Dean.

### NEW BUSINESS

#### INTERNATIONALLY SPONSORED TRAINEES – MEXICO

#### DISCUSSION

- A new contractual agreement is underway with a sponsoring agency in Mexico. The terms of the contractual agreement will follow the national contract, which is the same for all sponsoring agencies including those in the Middle East.
- If a contractual agreement is sent, applications will be submitted for programs to consider for intake in the 2022-23 academic year, and programs are encouraged to consider sponsored applicants. Programs may be requested to provide their program status re: ISTs earlier than the usual request cycle.

#### SCHULICH COMMUNICATION PLAN

#### DISCUSSION

- CaRMS has working groups focused on technology, interviews and applications, hoping to receive their recommendations by September.
- Program website updating is underway, programs can look at websites across Schulich for examples on resident/fellow profiles, and photos that can showcase programs and Program Directors, and help prospective residents connect with people in the program when it comes to Town Halls and other program events.
- In the past, program descriptions in CaRMS have emphasized the importance placed on electives within the specialty; this will have to be eliminated in the 2021-22 application cycle, as elective opportunities are no longer available.
- Communications is preparing a Virtual Tour which will start production in the fall, and will be ready in early 2021. Program-specific videos have begun, some video from which will be included in the Virtual Tour.
- Program websites and the Schulich and Western Events calendar are options to advertise program events such as Town Halls and virtual sessions. Communications can help with promotion of events, programs are welcome to contact Communications for questions and assistance.
- Programs can provide information on virtual sessions to Gary Tithecott, who will gather and send to our own medical students, as well as to the national group to get the information to medical students across Canada.
- Concerns have arisen that students are being given opportunities to attend Grand Rounds, presentation etc. during their mandatory rotation time. Programs are being asked not to invite students to attend program events during working hours, as well as to not target specific students to invite to events, they must be broadcast to the student group as a whole.

#### PROGRAM INITIATIVES RE: CARMS OUTREACH

#### DISCUSSION

- Geriatric Medicine is preparing mini videos to post on Twitter.
- Endocrinology is updating their CaRMS description, including FAQs and testimonials from recent graduates on their program website, and hosting Town Halls, one of which will be hosted by residents only. The program is also putting together a Google doc

where prospective applicants can submit questions, and current residents can answer in the shared doc.

- General Surgery is hosting Town Halls via Zoom, online Q&As, videos of past/current residents discussing the program, and is hoping to make a video showcasing why to choose their program. Their residents are planning to prepare TikTok videos as well.
- Subspecialty programs that are conducting interviews in the fall can connect with Communications to find out if there are any images or videos available to use now for program promotion.
- Programs are encouraged to promote any virtual sessions, such as Town Halls, on their website, as well as post them on the Schulich/Western Events calendar, instructions for how to do so were included in the information & updates document sent out on July 9<sup>th</sup>.
- Resident interest groups and national organizations such as the Canadian Federation of Medical Students are very valuable connections for programs to pursue to promote program events.

#### **ADJOURNMENT AND NEXT MEETING**

**DATE AND  
TIME**

**Next Meeting: Wednesday, September 9<sup>th</sup>, 2020 07:00 – 08:00 by Teleconference  
(Subject to change)**