

PGME COMMITTEE MEETING MINUTES

	Date: Wednesday, November 4, 2020	Time: 07:00 – 08:00	Location: Teleconference
MEETING CALLED BY	L. Champion, Associate Dean, Postgraduate Medical Education		
ATTENDEES	<p>V. Beletsky, P. Bere, R. Butler, J. Copeland, S. Elsayad, A. Florendo-Cumbermack, K. Fung, R. Ganesan, P. Garg, S. Gryn, R. Hammond, N. Huda, A. Huitema, C. Hsia, Y. Iordanous, H. Iyer, T. Joy, P. Leong-Sit, E. Lovett, A. Lum, S. Macaluso, K. MacDougall, M. Marlborough, B. Moote, D. Morrison, A. Mullen, F. Myslik, C. Newnham, M. Ngo, S. Northcott, M. Ott, A. Power, S. Pritchett, M. Qiabi, K. Qumosani, R. Rotenberg, V. Schulz, M. Sharma, P. Teefy, G. Tithecott, L. Van Bussel, T. Van Hooren, J. VanKoughnett, M. Weir, J. Wickett, C. Yamashita</p> <p>Hospital Rep: S. Fahner; PARO Reps: M. Cookson, K. Desai; P.A. Exec Rep: C. Sikatori Guests: J. Binnendyk, S. Giberson-Kirby, P. Morris, K. Trudgeon</p>		
REGRETS	J. Vergel de Dios, W. Sischek		
NOTE TAKER	Andrea Good, andrea.good@schulich.uwo.ca		

CALL TO ORDER & APPROVAL OF AGENDA/MINUTES

DISCUSSION

There was an addition to the agenda – “Elective PG Start Dates for EHR Training” under “Announcements” and “Patient Safety Webinar” changed to “PGME Education Updates”.
 Agenda, Minutes – APPROVED

ANNOUNCEMENTS

WELCOME TO NEW PROGRAM DIRECTORS

L. CHAMPION

DISCUSSION

- Congratulations and welcome to Dr. Frank Myslik of Emergency Medicine who has successfully applied for the Acute Care Point of Care Ultrasonography (POCUS) Area of Focused Competence (AFC) Program. It is an accredited new program, and he is the new AFC Director.

WELCOME TO NEW LEARNER EXPERIENCE LEADERSHIP

S. NORTHCOTT

DISCUSSION

- Dr. Michelle Marlborough has joined the Learner Experience Office as Assistant Dean, Postgraduate Learner Experience, effective November 1, 2020. Dr. Marlborough is with the Department of Psychiatry and has extensive experience working with the Learner Experience Office, as well as involvement in the OMA Physician Support Program, faculty wellness peer-to-peer support, and clinical experiences focusing on operational stress injuries. She is also a coroner and expanding her education in sexual addictions.
- Thank you to Dr. Terri Paul who held the interim role.
- Recorded zoom sessions from the recent Career Night Series can be found at this link: <http://www.kaltura.com/tiny/z1178>. This link has been shared with their equivalent offices across the country so that Schulich’s programs can be highlighted.

ELECTIVE PG START DATES FOR EHR TRAINING		L. CHAMPION
DISCUSSION	<ul style="list-style-type: none"> This update is for Electronic Health Records (EHR) training at LHSC and SJHC, but will not impact Windsor or community elective sites. A memorandum will be circulated regarding the 3-hour in-person EHR training required for elective learners to have access to OneChart and Powerchart. Effective Block 8, January 12, this training will be held on the Tuesday at the start of each block. This will be reassessed in July 2021. There are a variety of residents that have been starting on off-days which has created training scheduling difficulties. Work is underway to move this training online. If an elective resident arrives on the Monday before, it could become an orientation day with their EHR training taking place on the Tuesday. Some programs have residents complete 2-week electives, where they may arrive at the latter end of the block. This will mean they will not have access to OneChart or Powerchart, patient records, etc. This will be a significant restriction on resident electives. Could the hospitals offer 2-3 slots per block rather than just the one? PGME has assessed the amount of trainees that this will affect and it is a relatively small number. It should not have a large impact on our programs and elective positions. There will be some programs with a small impact. This EHR training decision was from the hospitals and they are not budging. Some schools use monthly rotations (i.e. March elective) rather than blocks. If this is the case, they can come to our site early and take the training, and then join for their elective a few weeks later. We are hoping elective start dates can shift to accommodate the Tuesday training date. 	
UPDATES		
PGME EDUCATION UPDATES		L. CHAMPION / K. TRUDGEON
DISCUSSION	<ul style="list-style-type: none"> Across PGME's 55 training programs, there were some common areas for improvement regarding a few accreditation standards. These recommendations were mainly in relation to CanMEDS curriculum and assessment, training in continuous improvement, patient safety, and program quality improvement. The PGME Office has partnered with the CMA to develop a patient safety webinar for PGY1 trainees to help address standard 3.2.2.4. Objectives for the webinar include key themes in patient safety and the science of safety (for patients and the function of healthcare teams). The impact of COVID-19 on patient safety will also be included. The webinar is scheduled for November 30 from 6-9pm. A reminder email and registration link will be circulated by Kimberly Trudgeon to all Program Directors, Program Administrators, and PGY1 residents. Please encourage your PGY1 trainees to sign up. Registration is free and there is capacity for all PGY1 residents. Dr. Champion encourages programs to take part in this unique learning opportunity and to provide residents with protected academic time for their participation. The annual Resident as Teacher Bootcamp has traditionally been completed in person, but it is being transitioned to a virtual format. The bootcamp will be reimagined into an eLearning format ensuring it remains meaningful. Programs will still be required to nominate residents to attend the innovative 'train-the-trainer model' workshop. PGME anticipates the bootcamp will be offered in spring 2021. A save the date will be coming soon. 	
CARMS DATES		L. CHAMPION
DISCUSSION	<ul style="list-style-type: none"> CaRMS dates for 2022 are available and have been circulated via email with the agenda for this meeting. Interviews will continue to be virtual for all candidates. There will be three weeks for interviews, one week being March break. 	

PARO UPDATE**M. COOKSON****DISCUSSION**

- PARO was made aware that the MOH had not sent money for vacation payouts to pay centres yet, but PARO is working on it. If residents ask about vacation payouts, ask them to contact PARO.
- Residents across Ontario feel that they need more information on financial literacy. A team has been working with staff physicians in Toronto and the goal is to lead a series of sessions at the end of the month.
- Responses regarding the MCC exam is being spearheaded by RDoC as it is a national exam, but PARO is working to ensure a provisional license is available to residents as they still have not been able to write their LMCC exams.

MCC EXAMINATIONS**L. CHAMPION****DISCUSSION**

- The MCC Part II OSCE exam was cancelled last spring due to COVID and many centres could not provide it this past fall. The one-day in-person exam for February has also been cancelled.
- The MCC is investigating how to provide virtual exams based on precautions in place but there are technical and logistical challenges.
- Residents are being provided with temporary licenses from authorities but there will be an increasing lag time.
- The PGME Dean level is trying to advocate on behalf of the residents.
- The MCC is currently prioritizing residents in their final year of training so there will be delays for residents earlier in their program. There is already a backlog of about 4000 residents.
- It will be difficult for there to be enough faculty to run all the exams required to meet the backlog, but that is for the MCC to manage, not the PGME Office.
- Trainees can start a fellowship without having completed the exam.
- There are concerns around resident mental wellness, as there are exams now being pushed into their third year that should have been completed earlier in their training.

VIRTUAL INTERVIEWS**L. CHAMPION****DISCUSSION**

- The medicine subspecialty and enhanced skills subspecialty matches are complete and some Program Directors who have completed virtual interviews have shared some tips.
- Zoom was mostly used as the platform of choice.
 - Use a waiting room and let candidates in when you are ready.
 - Do not use a chat room because it might be viewable by unintended audiences and it could be perceived as whispering.
 - Send the link/password just before the interview.
- Instruction letters sent to residents in advance were helpful. Include a plan for the day, interview time zones (be aware of time zones in scheduling), let them know that a waiting room will be used, and notes will be taken by interviewers, etc.
- Send the candidates one link and have the interviewers rotate.
- Include time at the end of each interview for scoring and discussion.
- Make the interview as close to the in-person situation as possible (i.e. provide informal meetings with residents to allow for technical issues to be resolved and to highlight the programs).
- Recommend not having interviews longer than 30 minutes. Residents felt that the 15-minute interviews might not have been long enough.
- Be aware of the interview panel choices to ensure that it represents the diversity of the faculty.
- Have a contingency plan in case of technical issues so that the interview can be rescheduled. Get back-up phone numbers and emails of interviewees.
- CaRMS provides the option to do virtual townhalls in advance and these were well-attended. They were a good place to have informal discussions about common questions

so they would not need to be repeated during the interviews. Most people who participated in an interview attended the townhall.

- Assigning each interviewer 1-2 candidates to review in advance and summarize to other interviewers was helpful.
- Cardiology had their Chief Resident and other residents lead informal gatherings before interviews that did not include PDs. Most of the candidates seemed to participate and said it was helpful. It also allowed the residents to give the PDs a “heads up” about the candidates.
- This information will be circulated to PAs via email after the meeting. Virtual interview resources are also available for both residents and programs on the PGME Virtual Interview Resource [webpage](#).

NEW BUSINESS

PGME ADVISORY BOARD TERMS OF REFERENCE

L. CHAMPION

DISCUSSION

- Many terms of reference in the PGME Office are being updated to reflect the new accreditation standards and/or other revised policies.
- The PGME Advisory Board ToR have been updated to reflect the new Assessment and Appeals Policy.
- The PGME Manager is now a voting member on the Advisory Board, which reflects the expertise of the Manager and her involvement in the discussion. However, the Advisory Board rarely comes to a vote as it mainly reviews plans.
- There is one resident appointed, and one as delegate. It has been very difficult to have two residents attend the meetings in the past.
- Meetings are scheduled, no longer ad hoc, and this has been reflected in the ToR.
- Conflict of interest and confidentiality have also been added in the description.
- Motion to Approve – B. Rotenberg.
- No dissenting motions.

INVOLVING RESIDENTS IN CONTINUOUS IMPROVEMENT

L. CHAMPION

DISCUSSION

- To carry over to another meeting.

ADJOURNMENT (8:02) AND NEXT MEETING

DATE AND TIME

Next Meeting: Wednesday, December 9th, 2020, 07:00 – 08:00 by Teleconference