

Phase 4 Management Team Meeting MINUTES

Thursday, February 18, 2021
4:00 pm via Zoom

Attendees: A. Anthony (recording secretary), S. Atkinson, J. Bishop, H. Coombs, T. Doyle, N. Duggan (chair), E. Fowler, J. Hearn, T. Hierlihy, A. Hunt, B. Kerr, K. Keoughan, T. Lambert, B. Metcalfe, C. Murray, C. Patey, C. Peddle, L. Russell, K. Quinlan, S. Reid, M. Simms, C. Smith, D. Stokes, K. Zipperlen

Invited Guests: J. Allison, R. Audas

Regrets: T. Adey, A. Haynes, F. Paulin, J. Thorburn

Topic	Detail	Action Items and person responsible
1 Introduction and Welcome - N. Duggan	A welcome was extended to all attendees with special reference to Michelle Simms, the new Academic Program Administrator in the UGME office. Invited guests J. Allison and R. Audas will present item 8.1 along with B. Kerr following confirmation of the agenda.	
2 Agenda review		
2.1 Review for Conflict of Interest – N. Duggan	No conflicts of interest were brought forward.	
2.2 Confirmation of Agenda – N. Duggan	Confirmed.	Motioned: C. Murray Seconded: S. Reid
3 Approval of prior minutes		
January 21, 2021	Approved by consensus with the addition of Dr. Doyle, Dr. Hierlihy and Dr. Murray to the list of attendees.	Motioned: C. Patey Seconded: T. Lambert
4 Review of prior action items		
(5.2 – Jan 18) Action: N. Duggan to meet with PEI team to discuss COVID situation in PEI and what options can be looked at for learners who may be travelling in and out of the bubble.	We will manage the situation as we have been. PEI approached leadership to offer options outside of disciplines already in place. This is not feasible right now but we will still try to optimize the PEI learner experience.	Actioned. In progress.

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(6.1 – Jan 18) Action: J. Thorburn to communicate to learners on ACLS and whether it can be offered in a virtual environment or whether the learners may have to secure their own arrangements outside of Clinical Skills IV.	Looking at options for learners to complete ACLS by the time they start PG was explored with PGME. It is on hold because we are in level 5 but is still on our radar.	Actioned. In progress.
(6.4 – Jan 18) Action: N. Duggan will reach out to see if the new faculty member is interested in replacing the position left vacant by J. Patterson.	This position is still vacant. Will wait on response from GB.	Actioned. In progress.
(7.2 – Jan 18) Action: A. Anthony to reach out to PEI to look at options for s/electives for the class of 2022.	Initial contact made with the PEI team to discuss possible options for the couple of learners who expressed concerns about the travel between NL and PEI and in consideration of COVID related restrictions and the possible need to self-isolate. T. Lambert mentioned that the option for travel between NB and PEI could be looked as it would only involve the need to work isolate and not self-isolate.	Actioned.
(7.3 – Jan 18) Action: A. Anthony to reach out to PEI to look at options - class of 2023	Broad initial conversation with PEI was held. Further conversations dependent on COVID developments.	Actioned. In progress.
(7.3 – Jan 18) Action: A. Anthony to contact class of 2023 president asking to nominate a rep to sit on the P4M team starting in April.	No response received from the class president at the time of the P4M meeting. Will follow up again to see if that person has been identified.	Actioned. In progress.
(7.3 – Jan 18) Action: H. Coombs will follow up with CDCs. (re: MED 8710 Core Experiences Evaluation Form)	H. Coombs has heard back from some but not all.	In progress.
(8.1 – Jan 18) Action: N. Duggan will forward	Reached out to the Associate Dean and the COVID task force. Noted learners will have to get hands on experience before	Actioned. In progress.

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suggestions on how to make up clinical skills time to T. Adey and then on to UGMS	they arrive on the wards. This is a tough issue as the limits on the CLSC were put in place by the university not the medical school. It is hoped that if the alert level changes we may be able to offer some options to pre clerkship students. Community engagement hasn't been cancelled so they have been getting some hands on experience.	
5 Presentations		
5.1 NB Update – T. Lambert	Working on a strategic plan. No feedback from NB learners with COVID related concerns. Recently presented an update on Memorial learners to Horizon. Lots of faculty have expressed interest in participating in Phase 4 and AHDs. Will follow up with F. Paulin regarding some changes to IM in the Saint John block rotation for the next clerkship year.	Action: T. Lambert to follow up with F. Paulin on pending changes to IM in the Saint John block rotation for the next clerkship year.
5.2 PEI Update – K. Keoughan	No issues brought up by the learners or preceptors. PEI is not going back to the Atlantic bubble until at least mid-April.	
6 Standing Items		
6.1 Medical Students Report (Class of 2021) – K. Quinlan	<p>Asked if there was more information on what the Clinical Skills IV week will look like. Some information was provided to indicate there has been a firm commitment from Karina Arnold to host the Prescribing Course on April 5 with further details TBC. A response was provided that learners will be updated asap. K. Zipperlen - Any changes to the layout of the CS4 course will result in required updates to the assessment plan for that course.</p> <p>There has been a significant impact on learners with reduction in clinical learning experiences and the integration into virtual learning since shutdown mid last week. Wondering if learners on Gen Surg/Ortho are getting as much exposure as they should. Is there an option for learners to go into subspecialties if there are no s/elective learners in place</p>	<p>Action: A. Anthony to coordinate meeting with N. Duggan and J. Thorburn to discuss the current status of the Clinical Skills IV offering for the class of 2021.</p> <p>Action: C. Smith to check with surgical subspecialties that may be able to offer an experience to a core clerk due to significant impacts to learners</p>



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	<p>at that time? C. Smith is not opposed to it and will check with the some of subspecialties to maximize in person exposure.</p> <p>C. Murray indicated that isolation curriculum for Dermatology can be rolled it out pretty quickly and is in place for 2 and 4 week rotations missed as opposed to rotations where there are cut backs. Radiology has developed virtual learning modules for those currently on electives and that just applies to the class of 2021. Medical Oncology is currently able to offer a combo of virtual care/virtual cases as we are close to the end of the year.</p>	<p>since shutdown and move to alert level 5.</p>
<p>6.2 Medical Students Report (Class of 2022) – J. Hearn</p>	<p>There are limited experiences on Surgery. Already spoke with C. Smith. Thought option on exploring surgical subspecialties proposed by K. Quinlan was a good idea.</p> <p>Discussed the current situation regarding learners seeing patients who screen positive. Confusion is there with the current regulations. N. Duggan discussed the current official policy. May impact learners in Surgery. N. Duggan approached the COVID task force last week about limitations on learners who may or may not be exposed to COVID as part of seeing patients. E. Fowler - The concern is with the learners getting the exposure they need. C. Smith – Asked what universal precautions actually mean. T. Lambert discussed what has been occurring in NB and asked if there are places for exceptions in NL. If there is there agreement in P4M, there should be changes allowing learners to more fully participate. EH has confirmed that there is adequate PPE for learners. N. Duggan suggested to exclude the two sentences re: N95/AGMP etc. the rest of the document should be fine and mentioned policies at some of the other schools with the vast majority of schools allowing it.</p> <p>For learners impacted by cancelled Anesthesia rotations, an option will be looked at to secure it later in the year or have it</p>	<p>Action: N. Duggan to ask T. Adey to present P4M proposal of revisions (items 4, 5 and 7 and two parameters discussed removed) allowing for learner access to clinical experiences with COVID positive or unknown situations.</p> <p>Passed by P4M: Motioned: N. Duggan Seconded: T. Lambert</p> <p>Action: J. Hearn to have that person (who was not aware of cancelled ANES rotation) to reach out to A. Anthony or N. Duggan.</p>

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	<p>fit into other rotations. There is no current issue for learners travelling between the RHAs. We have reached out to one learner scheduled to travel to Labrador, but we are not yet aware of an issue with that RHA.</p> <p>The issue of shared accommodations was brought up. There have been ongoing conversations with the pertinent parties. This wasn't an issue last year but most definitely is this year due to COVID. Housing generally is a complicated matter.</p>	
6.3 Accreditation Update Information - B. Kerr	Reminder of accreditation dates. Have been meeting with communications on the pending unveiling of the accreditation website.	
6.4 LIC Update	Nothing to report.	
7 Business Arising		
7.1 Core Assessment Report – MED 8710 Class of 2021 - K. Zipperlen	Required course response report in place to make sure that the assessment is appropriate. Course response report to be submitted by N. Duggan/S. Reid to K. Zipperlen and that will be brought back to SAS. Screen shared documentation and discussed structure and delivery of MED 8710 and noted that any changes are to go to SAS along with reports indicating all is ok or indicating if changes are needed and deficiencies need to be addressed.	Action: N. Duggan/S. Reid to submit course response report for MED 8710 for the class of 2021 to K. Zipperlen.
8 New Business		N. Duggan
8.1 New EPA Proposal – J. Allison, R. Audas, B. Kerr	<p>Documents in support of EPA 14 including updated proposal were forwarded to meeting attendees in advance and were also screen shared during the presentation. Presenters identified/discussed gaps in SDoH as it relates to the current EPAs. Rationale for the introduction of a new EPA was discussed that would fill those gaps. This needs to be addressed by the Faculty of Medicine.</p> <p>In the recent accreditation review, we were flagged because content on social determinants of health did not appear to be included in Phase 4. We would like to enhance the non-medical expert content. Matrix (supporting document screen</p>	<p>Action: B. Kerr to consult with HSIMS to discuss piloting the new EPA on SDoH.</p> <p>Action: A. Anthony to coordinate with R. Mercer in CHH on communication going out to faculty in requesting volunteers to sit on a committee to</p>



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	<p>shared) looked at linked CanMeds course goals that were mapped out to meet accreditation standards. A link to the course goals provided an enhanced explanation.</p> <p>The question was raised on what resources faculty would need as it would be different across clinical disciplines. CHH will work to provide that. A student in CHH has been approved to work over the summer to have resources identified and have a pilot program rolled out by September and formally integrated for the class of 2022.</p> <p>Going forward public health has expressed interest in being involved with the consultation process. What is the process going forward that will allow us to implement this? Concerns were expressed with how this EPA would be practically assessed and it would need to be made clear to the CDCs, learners and assessors. Feedback from learners was quite positive.</p> <p>D. Stokes discussed challenges with the assessment component of it. R. Audas sees a natural link with FM, sees challenges with some of the specialties and would like to see it rolled out to more than one discipline. IM was suggested as one discipline where it would fit well. Discussion was held on the description for the draft EPA. N. Duggan noted there was a big barrier with what to look out for with the rollout of the new EPA.</p> <p>We have a formal mechanism where the objectives have been/can be addressed in P4. Accreditors will be looking at how it is measured. Even with the piloting of a new EPA we would need to introduce it in at least 4 units and it would have to be tailored to the respective discipline. Suggestion was made to pilot it across the board to all disciplines. The P4M committee were all in favour of this motion and B. Kerr</p>	<p>oversee the roll out of the proposed EPA 14.</p>
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	will consult with HSIMS (D. Stokes) with the goal to have it in place for the class of 2022 in the next academic year.	
9 Next Meeting	March 18, 2021	N. Duggan
10 Adjournment	6:20	