

Clerkship Committee Meeting		DATE	August 21, 2014
		ROOM	PDCS Room 5
CHAIR	Dr. Katherine Stringer		
MINUTE TAKER	Ms. Sandy Williamson		
MEMBERS: 2013 - 2014	<i>Dr. Katherine Stringer, Clerkship Coordinator</i> <i>Dr. Jamie Farrell, CDC Medicine</i> <i>Dr. Tina Delaney, CDC Obstetrics/Gynecology</i> <i>Dr. Craig Stone, CDC Surgery</i> <i>Dr. Jasbir Gill, CDC Psychiatry</i> <i>Dr. Norah Duggan, CDC Rural Family Medicine (outgoing)</i> <i>Dr. Lyn Power, CDC Rural Family Medicine (incoming)</i> <i>Dr. Tyna Doyle, CDC Pediatrics</i> <i>Dr. David Jones, Selectives Coordinator</i> <i>Dr. Keegan Au, Electives Coordinator</i> <i>Dr. Jennifer Leonard, Course Chair MED 7280</i> <i>Dr. Todd Lambert, Assistant Dean, New Brunswick - joins by teleconference</i> <i>Dr. Richard Wedge, PEI Representative - joins by teleconference</i> <i>Ms. Verna McInnis, Clerkship Coordinator PEI - joins by teleconference</i> <i>Ms. Kathy MacLean, Clerkship Coordinator PEI - joins by teleconference</i> <i>Dr. Donald McKay, Associate Dean, UGME</i> <i>Dr. Scott Moffatt, Assistant Dean, Student Affairs</i> <i>Ms. Sally Ackerman, Accreditation Manager</i> <i>Mr. David Jerome, student, class of 2016</i> <i>Mr. Andrew Dalton, student, class of 2015</i> <i>Ms. Melody Marshall, UGME Coordinator</i> <i>Ms. Angeles Damil, Administrative Coordinator, New Brunswick - joins by teleconference</i> <i>Ms. Dawn Keenan, Program Manager, New Brunswick - joins by teleconference</i>		
PARTICIPANTS	Dr. Jasbir Gill, Dr. Kath Stringer, Dr. Jennifer Leonard, Dr. Tina Delaney, Dr. Lyn Power, Dr. Tyna Doyle, Dr. Don McKay, Dr. Verna McInnis, Ms. Kathy MacLean, Ms. Dawn Keenan, Mr. Andrew Dalton, Mr. Dave Jerome, Dr. David Jones, Dr. Keegan Au		
GUESTS			
REGRETS	Ms. Sally Ackerman, Dr. Craig Stone, Dr. Scott Moffatt		
MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
#1 WELCOME / MEETING START TIME	Dr. Stringer (Chair) opened the meeting at 4:05pm	New member welcomed, (later in meeting).	

<p>#2 ADDITIONS TO THE AGENDA</p>	<ul style="list-style-type: none"> Item #1 and #2 Agenda 	<ul style="list-style-type: none"> Call to order. No additions to agenda. 5.7 will be relevant to NB Accreditation. 	
<p>#3 APPROVAL OF MINUTES: August 21, 2014</p>	<ul style="list-style-type: none"> Item #3 Minutes 	<ul style="list-style-type: none"> Minutes from July 17, 2014, approved. 	<p>Minutes Approved Moved: Dr. Gill Seconded: Dr. Leonard</p>
<p>#4 PRESENTATIONS</p>	<ul style="list-style-type: none"> Item 4.1 and 4.2 MUN-NB/PEI Update 	<ul style="list-style-type: none"> No update from NB – except question about ordering suture kits. Introductions and welcome to new member Mr. Jerome. PEI – K. MacLean meeting P2P student end of August. 	<p>Action Item: Stringer – follow up re: details of suture kits</p>
<p>#5 BUSINESS ARISING</p>	<ul style="list-style-type: none"> Item 5.1 ED – 30 and 31 	<ul style="list-style-type: none"> Williamson mentioned reason for early deadline for last rotation, to allow students time to remediate. 	
	<ul style="list-style-type: none"> Item 5.2 Back to Basics/OSCE 	<p>UGMS meeting next week. Dr. Leonard said last year 1 OSCE was implemented at end of Back to Basics, was formative, received good feedback from students, need time for remediation. 2015 – Sunday before Back to Basics started. 2016 – 2 OSCEs One formative Sun., Aug. 9 end of core One summative Sun., Feb. 13, allows 4 months to remediate Issues because people not in St. John’s: Cost of getting people back (Stringer) 3 weeks before CaRMS interviews right before going back to electives (McKay) – Since selectives can be done anywhere now, travel cost problem. (Leonard) – Benefit to having a formative OSCE in Back to Basics, can’t have a summative in April. (discussion) Why not two formatives? Value of having a summative – more evidence of student’s competency. (aside) New movement afloat to leave medical schools in charge of judging “competent” communicators.</p> <p>Motion that Classes of 2015 and 2016 have formative OSCE before Back to Basics by David Jerome, seconded by Dr. Doyle.</p>	<p>Action Item: Dr. Leonard to present to UGMS OSCE proposal re: date (Sunday).</p>

		(Stringer and McKay) Previous discussion on query of OSCE in NB video-taped for assessment by faculty in St. John's.	Action Item: Dr. Stringer to review videotapes for further discussion on possible OSCE in NB.
	<ul style="list-style-type: none"> Item 5.3 Accreditation/Action Plan Update moved to 5.4: Dr. Harris (5.6) Review of Clerkship Prep Course instead to accommodate Dr. Leonard availability for meeting. 	<ul style="list-style-type: none"> Dr. Harris gave overview of Clerkship Prep Course, thanked CDCs for discipline presentations. Need to address the mandatory stipulation. Timing less than ideal, too far before clerkship, practical sessions might be good around time of Black Bag. Developing an App for Clerkship. Gerard Farrell in E-Health would need input from faculty and students. Need a small working group with student involvement and input from NB. Dr. Jones volunteered to connect with Dr. Harris on this. 	
	<ul style="list-style-type: none"> Item 5.4 (Leave Reporting, to be reviewed next meeting) Accreditation/Action Plan Update 	<p>Last week of February is official date of accreditation visit. (McKay) ED 8 and 44: students to be treated equally and receive similar services when not in NL for placements.</p> <p>Dr. Stringer now on UGMS, will be attending meetings.</p> <p>September visit: CDCs to have conversation with peers in NB (orientation happening properly etc.)</p> <p>(McKay) Only Canadian jurisdiction for accreditation now, but still being held accountable by old CCME standards.</p>	Action Item: Sandy to get updated list of heads of disciplines in NB.
	<ul style="list-style-type: none"> Item 5.5 P2P 	(Jones) Once evaluation group agrees on ITERS, goes to UGME – SAS - UGMS	
	<ul style="list-style-type: none"> Item 5.6 Review of Clerkship Prep Course/Clerkship App 	(handled during 5.3 discussion)	
	<ul style="list-style-type: none"> Item 5.7 Procedure and Clinical Experience Cards. 	Dr. McKay covered this during accreditation discussion. New cards to be unveiled soon, going to NB and also in use here.	.

#6 NEW BUSINESS	<ul style="list-style-type: none">Item 6.1 Guidebook	(Stringer) There is a guidebook for clerkship directors. Pop in to UGME and have a look. (McKay) There was mention of a faculty handbook.	Action item: Sally Ackerman to review online/paper options for ordering for CDC's
	<ul style="list-style-type: none">Item 6.2 Meeting Rooms/Video	Would it be desirable to use video for these meetings?	Action item: Sandy to book 2040.
	<ul style="list-style-type: none">Item 6.3 Requirements for pass marks/NBME and rotation	Diana Deacon still needed to work out pass marks?	Action item: Stringer to follow up with Farrell if he's finalized concerns about pass marks.
#7 STANDING ITEMS	<ul style="list-style-type: none">Item 7.1 Medical Student Reports	<ul style="list-style-type: none">Question regarding last day of rotation, when student completes NBME: are required to go back to work if asked. Rotation officially ends at 5 pm on last day of rotation.	
#8 ADJOURNMENT		<ul style="list-style-type: none">Next Meeting: September 18, 2014	
Next Meeting		September 18, 2014	