

Clerkship Committee Meeting			DATE	January 15, 2015
			ROOM	PDCS Room 5
CHAIR	Dr. 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. Lyn Power, CDC Rural Family Medicine</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. Angela McGibbon, Regional Med Ed Coordinator (New Brunswick) - joins by teleconference</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 (outgoing)</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, Ms. Melody Marshall, Dr. Kath Stringer, Dr. Tyna Doyle, Ms. Verna McInnis, Mr. Dave Jerome, Dr. Lyn Power, Ms. Sally Ackerman, Dr. Tina Delaney, Dr. Jamie Farrell, Ms. Angeles Damil, Dr. Craig Stone, Dr. David Jones, Dr. Jennifer Leonard, Dr. Angela McGibbon, Dr. Keegan Au, Dr. Craig Moffatt			
GUESTS	Ms. Gerona McGrath, Dr. John Martin			
REGRETS	Dr. McKay, Ms. McLean, Mr. Dalton			
MINUTES				
AGENDA	ITEM	DISCUSSION		ACTION
#2 ADDITIONS TO THE AGENDA	<ul style="list-style-type: none">Item #1 and #2 Agenda	<ul style="list-style-type: none">Call to order. Initially no quorum.No additions to agenda.		

#3 APPROVAL OF MINUTES: January 15, 2015	<ul style="list-style-type: none"> Item #3 Minutes 	<ul style="list-style-type: none"> Minutes from December 18, 2014, approved. Clerkship App – Dr. Harris has APA contacts, so if CDCs are needed for anything, they will be contacted by them. Pagers still a work in progress. 	Minutes Approved Moved: Mr. Dave Jerome Seconded: Dr. Tyna Doyle
#4 PRESENTATIONS	<ul style="list-style-type: none"> Item 4.1 and 4.2 MUN-NB/PEI Update 	<ul style="list-style-type: none"> NB: Dr. McGibbon: Medical Education Forum (April 16). Dr. Stringer on planning committee. CCNB visit delayed as not enough of CCM available for these dates, new date TBD. Will need some representation at NB Med Ed Forum. PEI: Ms. McInnis was thanked for her contributions to the CCMs, filled in today for Ms. McLean and said P2P continues to go well. When Dr. Stringer in PEI she is to connect with Dr. Celliers. Trying to get faculty from here to go as well. 	
#5 BUSINESS ARISING	<ul style="list-style-type: none"> Item 5.1 Accreditation Report ED-30, 31, 27, 8 and MS-32 	<ul style="list-style-type: none"> Ms. Ackerman made a short presentation, all the ED's will be covered during the mock accreditation later in the meeting. 	
	<ul style="list-style-type: none"> Item 5.2 Phase 4 Meeting with Clerkship Committee 	<ul style="list-style-type: none"> Meeting scheduled for January 29, to discuss where Phase 4 is going, cannot create much change for next year. Clerkship will eventually be one long course, new course names. 	Action item: Sandy to contact student reps to come to Phase 4 meeting.
#6 NEW BUSINESS	<ul style="list-style-type: none"> Item 6.1 Back to Basics Objectives 	<ul style="list-style-type: none"> Objectives still need to be linked to the Can Meds roles. There will also be the addition of Debt Management. (Includes Assessment Map – small D2L quiz on debt management, pass mark 75 %.) Critical Appraisal (introduced last year) and Prescribing (new) to be covered now as well. 	Action item: Back to Basics Objectives were approved, all in favour, pending the 3 added sessions that require objectives. Summary of current objectives to be completed Friday the 16 th . Forwarding to UGMS.

	<ul style="list-style-type: none"> Item 6.2 Orientation for Core and the Lottery 	<ul style="list-style-type: none"> To be held February 26, 6:15 to 7:30 pm. All CDCs and Dr. Jones to present. 	
	<ul style="list-style-type: none"> Item 6.3 Clerkship Evaluations (Ms. McGrath) 	<ul style="list-style-type: none"> Student Evaluations to be monitored on an ongoing basis, Ms. McGrath and Ms. Bridget Hynes to start sending out next week, already happening in Phases 1 and 2. Clerks' anonymity preserved 	Action item: Ms. McGrath to take to PESCC.
	<ul style="list-style-type: none"> Item 6.4 Selective/Elective Presentation 	<ul style="list-style-type: none"> Well-received, lots of interest in P2P, presentation to go on One 45. 	
	<ul style="list-style-type: none"> Item 6.5 Clinical Experiences and mandatory Procedures monitoring 	<ul style="list-style-type: none"> All ITERS being signed off only after Prescribed Experiences done. Clerkship APA to check Mandatory Procedures at end of core. 	Action item: Sandy to check T-Res Reports.
#7 STANDING ITEMS	<ul style="list-style-type: none"> Item 7.1 Medical Student Reports 	<ul style="list-style-type: none"> In follow-up to Mr. Jerome's feedback on the pager issue, Ms. Marshall has been looking into it and will have more information for the next meeting. 	Action item: Ms. Marshall is making contact with Eastern Health.
#8 MOCK ACCREDITATION	Item 8.1 CC to practice mock accreditation	<ul style="list-style-type: none"> Mock accreditation went well. 	
ADJOURNMENT		<ul style="list-style-type: none"> Next Meeting: February 19, 2015 	
Next Meeting		February 19, 2015	