

Clerkship Committee Meeting		DATE	October 16, 2014
		ROOM	PDCS Room 5
CHAIR	Dr. Don McKay (with Dr. Stringer on Skype).		
MINUTE TAKER	Ms. Sandy Williamson		
MEMBERS: 2013 - 2014	<p><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></p>		
PARTICIPANTS	Dr. Jasbir Gill, Ms. Melody Marshall, Dr. Kath Stringer, Dr. Jennifer Leonard, Dr. Tyna Doyle, Dr. Don McKay, Mr. Verna McInnis, Ms. Kathy MacLean, Mr. Dave Jerome, Dr. Keegan Au, Dr. Scott Moffatt, Ms. Angeles Damil, Ms. Sally Ackerman, Dr. Tina Delaney		
GUESTS	Ms. Fatima Hammond, Ms. Kathy Murphy		
REGRETS	Mr. Andrew Dalton, Dr. Jamie Farrell		
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. No additions to agenda. 	

<p>#3 APPROVAL OF MINUTES: October 16, 2014</p>	<ul style="list-style-type: none"> Item #3 Minutes 	<ul style="list-style-type: none"> Minutes from September 18, 2014, approved. 	<p>Minutes Approved</p> <p>Moved: Dr. Gill Seconded: Mr. Jerome</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"> NB: (Damil) By Mid-November will know where students placed, majority in Saint John - for Class of 2017, remaining spots will be in Fredericton. Lots of LICs in Moncton, hard to place there. Moncton an LIC location. To use in future, we would have to have an LIC program. RFM spots around Saint John. Dr. McGibbon appreciative of site visit. PEI: (MacLean) Paperwork good to go for P2P student. 	<p>Action Item: Explore LIC potential.</p>
<p>#5 BUSINESS ARISING</p>	<ul style="list-style-type: none"> Item 5.1 Accreditation Review 	<ul style="list-style-type: none"> (Hammond) ED-27 (Witnessed History): Met compliance but need to be clearer with our distributed sites, be rigorous in follow-up. Presented a spreadsheet for APAs with student testing. (McKay) Hoping for improved communication with NB. ED-30 (Timely Feedback) Internal Procedures – UGME would like to have a calendar of events that might affect return of the Final Evaluation of Clerk, (ITERS). Final ITER now includes “incomplete”. ED-31 (Mid-point Review) We are doing well with the timeliness of the mid-point review. (McKay) Congratulations to all the APAs for completing the data necessary for this review and to Ms. Hammond for analyzing it. (Ackerman) ED-5A (Independent Learning) Peds and Psychiatry (inter-professional experience) are involved in this. (as per ED-8, would have to be doing this out of province as well). ED-5A will be discussed in the future when Phase 4 discussed, will expand. 	
	<ul style="list-style-type: none"> Item 5.2 Blood Borne Pathogen Report 	<ul style="list-style-type: none"> Managed by Office of Student Affairs. (Jerome) Are there accommodations for affected students? (Stringer) The AFMC Clerkship Meeting is in November, will report back then on other universities’ policies. (McKay) BBP policy is a regulation of the CPSNL. 	<p>Action Items:</p> <ul style="list-style-type: none"> McKay to talk to Admissions. Leonard to meet with Moffatt regarding information that could be conveyed to students.

		<ul style="list-style-type: none"> • (Au) It is the Medical School’s responsibility to decide if a student can be training within the limits of accommodation. • (Jerome) When new students come in at what point asked/informed about policy and expected to make a commitment about it? • (McKay) Admissions may have to inform. • (Leonard) Hepatitis C won’t be a huge issue, can be cured in three months. 	<ul style="list-style-type: none"> • Stringer to report back on AFMC.
	<ul style="list-style-type: none"> • Item 5.3 NRP 	<ul style="list-style-type: none"> • (Doyle) Plan is going forward so the students are in St. John’s for the first part of the rotation. Possibility of a course for when Clerkship starts, with everyone all together first half of year and second half. Looked at an option of holding NRP course in GFW, a no go. 	<p>Action Item: Dr. McKay or Dr. Stringer to meet with the key players in pediatrics, Ms. Mullens-Richards.</p>
	<ul style="list-style-type: none"> • Item 5.4 Selective/Elective Options 	<ul style="list-style-type: none"> • (Murphy) – There is a lack of non-core rotations. Anesthesia used to offer more, now only 1 a site at a time, Emergency reduced a lot. There are 52 available rotations after Christmas, Med School is paying for students to go out of town. Radiation Oncology is one possibility as another option for a non-core rotation. • (Stringer) There is the practical issue of placement and the curriculum issue of what is appropriate. Might be a moot point for Phase 4. • Possibility of integrating anesthesia with surgery, also students get Emergency through Pediatrics. Anesthesia as Core, extend Core, Doug Baggs is contact. 	<p>Action Item: Stringer to liaise with Emerg. and Anesthesia to increase capacity. McKay to discuss with Dr. Ravalia, also to look for capacity in NB and PEI. Bump up the rural, Stringer to connect with NB, McKay to request interim reports from Dr. Pridham (Surgery).</p>
	<ul style="list-style-type: none"> • Item 5.5 Dictation for Clerks 	<ul style="list-style-type: none"> • Needs assessment. Jerome questioned whether the online information is sufficient. Had originally been part of Clerkship Prep. Could be part of orientation for Peds. 	<p>Action Item: Sandy to send reminder to Clerks re: Dictation info in D2L.</p>
	<ul style="list-style-type: none"> • Item 5.6 Phase 4 	<ul style="list-style-type: none"> • What will it look like? Academic half day? • Has met with Dr. Peters and Juanita Barrett, discussed the role of CC versus MELT. Stringer’s vision that Committee remains the same. May add an academic half day rep, an assessment rep. • Structure and objectives of Clerkship, MELT will look at this – for overlaps and gaps, avoid redundancies. CC will be directing. Stringer gave 	

		<p>objectives to MELT.</p> <ul style="list-style-type: none"> • Proposal to meet as a Clerkship Committee for a half day and look at our objectives. Phase 4 to improve on what we've got. • Academic Half Day – MELT needs other issues covered, leadership courses, CanMed objectives. Academic half days may have less hours or not as much info, not taking out of disciplines control. 	
#6 NEW BUSINESS	<ul style="list-style-type: none"> • None reported. 		
#7 STANDING ITEMS	<ul style="list-style-type: none"> • Item 7.1 Medical Student Reports 	<ul style="list-style-type: none"> • (Jerome) Students confused by the two different clinic cards (3 and 6 column), also interested in having all cards follow six column card design and content. (McKay) Disciplines had decided last year which card they wanted to go with. Obs and Psych (six column) are provided to students by the Discipline. Sandy to put six column Obs cards outside UGME office and label six column "Obstetrics" card next time cards are ordered. • (Jerome) Duty hours are extending past ten hours a day or after 6 pm. • (Stringer) No formal monitoring of student duty hours, look into results of survey, how other universities monitor it. 	<p>Action Item: McKay to look into students being kept late. Stringer to report back on survey.</p>
#8 ADJOURNMENT		<ul style="list-style-type: none"> • Next Meeting: November 20, 2014 	
Next Meeting		November 20, 2014	