

Clerkship Committee Meeting		DATE	September 18, 2014
		ROOM	PDCS Room 5
CHAIR	Dr. Katherine Stringer		
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. Lyn Power, Dr. Tyna Doyle, Dr. Norah Duggan, Dr. Don McKay, Dr. Verna McInnis, Ms. Kathy MacLean, Mr. Andrew Dalton, Mr. Dave Jerome, Dr. Keegan Au, Dr. Scott Moffatt, Ms. Dawn Keenan, Ms. Angeles Damil, Ms. Sally Ackerman, Dr. Jamie Farrell		
GUESTS	Dr. Jill Allison		
REGRETS	Dr. Todd Lambert, Dr. Craig Stone, Dr. David Jones		
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: September 18, 2014</p>	<ul style="list-style-type: none"> Item #3 Minutes 	<ul style="list-style-type: none"> Minutes from August 21, 2014, approved. 	<p>Minutes Approved</p> <p>Moved: Mr. Dalton 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 visit in October, (dates still tbd) Sandy to find out where students are (rotations). Dr. McKay to meet with Pam Forsythe, Bonnie Boone, Sylvie Ouellette, Dr. Todd Lambert, Dr. Angie McGibbons. Going are Dr.'s Moffatt and McKay, Deanne Williams and Philip Kearley, starting in Moncton-Fredericton-Saint John, Sussex, probably not Woodstock, any CDCs want to go? Overview of template for 2016-17, family and peds not to have both streams with 10 at once. (Angeles Damil), NB may only be able to accommodate 10 students. Template going to stay the same, 10 students in each, not 8. Each PEI student in a different stream. PEI – Kathy MacLean met with P2P student September 1, apartment good to go. 	<p>Action Item: CDCs interested in going to NB?</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"> Dr. McKay explained the usage of the Prescribed Clinical Experiences Cards, to be distributed to the disciplines. Ms. Ackerman mentioned that Fatima Hammond is working on various data for Ed-30, 31 and 27. Williamson gave update on completion of Final Evaluation of Clerks for last rotation of year for core for Class of 2015. 	
	<ul style="list-style-type: none"> Item 5.2 Back to Basics/OSCE 	<ul style="list-style-type: none"> OSCE approved, March 29, the Sunday before Back to Basic starts, (Leonard). 	
	<ul style="list-style-type: none"> Item 5.3 Farewell Dr. Duggan 	<p>Dr. Stringer thanked Dr. Duggan for work as CDC for Family Medicine and on Clerkship Committee.</p>	

	<ul style="list-style-type: none"> Item 5.4 P2P Update 	<ul style="list-style-type: none"> The ITAR (In-Training Assessment Report) was approved, with some discussion and explanation from Dr. Power: students evaluated on their own objectives. 	<p>Motioned by Dr. Duggan Dr. Farrell seconded</p>
	<ul style="list-style-type: none"> Item 5.5 Clerkship Guidebook 	<ul style="list-style-type: none"> (Ackerman) Would cost \$55, kindle 19.99, or try Canadian version, (Clerkship Director’s Group). 	<p>Action Item: Stringer to ask National AFMC Group of Clerkship Directors RE: Canadian Edition.</p>
#6 NEW BUSINESS	<ul style="list-style-type: none"> Item 6.1 Travel Days 	<ul style="list-style-type: none"> (Doyle) NRP scheduled for first day of rotation, students in rural need travel day, decided that they would get a day’s travel time on Tuesday. 	<p>Action Item: Doyle to follow up with NRP educators in St. John’s RE: other delivery options.</p>
	<ul style="list-style-type: none"> Item 6.2 NB Template 	<ul style="list-style-type: none"> Done during NB update. 	
	<ul style="list-style-type: none"> Item 6.3 International Electives 	<ul style="list-style-type: none"> Dr. Allison gave overview of considerations for studying abroad - Health and Safety checklist for Ebola; students need to have a plan in case of need for departure from country; language: interacting with patients and learning opportunities, students don’t always get clinical competencies. (Stringer, Au) Preceptor should be able to speak the Learner’s language, but good clinical experiences can occur where the Learner does not speak the patient’s language. 	
	<ul style="list-style-type: none"> Item 6.4 NB Visit 	<ul style="list-style-type: none"> Done during NB Update. 	
	<ul style="list-style-type: none"> Item 6.5 Phase 4 	<ul style="list-style-type: none"> We will be transitioning into Phase 4, Dr. Stringer will be the Phase 4 Lead, meeting with MELT. 	<p>Action Item: Stringer to get input on academic half days from MELT and bring back to Committee.</p>
	<ul style="list-style-type: none"> Item 6.6 Limited Site Survey 	<ul style="list-style-type: none"> CDCs, Stringer, Jones, Au and Leonard should be available February the 25th, 26th, and the morning of the 27th for this accreditation site survey, students as well. 	<p>Action item: CDCs, Stringer, Au, Jones, Leonard to keep open Feb. 25th, 26th, morn. of the 27th</p>
	<ul style="list-style-type: none"> Item 6.7 CanMeds 2015 	<ul style="list-style-type: none"> (McKay) New CanMeds coming out, with emphasis on “leader”, milestones. Back to Basics should be a transition to residency. Entrusted 	

		professional activities: we have the opportunity to be ground-breakers, dealing with the new curriculum.	
#7 STANDING ITEMS	<ul style="list-style-type: none"> Item 7.1 Medical Student Reports 	<ul style="list-style-type: none"> Jerome asked about new blood borne pathogen policy. Dr. Moffatt said the information will be coming out. Dr. Stringer added if student restricted in any way at work, plan to obtain the most optimal experience. 	Action Item: Stringer to ask AFMC Clerkship Director's Group RE: other universities' policies.
#8 ADJOURNMENT		<ul style="list-style-type: none"> Next Meeting: October 16, 2014 	
Next Meeting		October 16, 2014	