

Minutes / Action Items - Clerkship Committee Meeting			
MEETING	CLERKSHIP COMMITTEE MEETING MINUTES		
CHAIR	DR. JASON MCCARTHY		
DATE	February 7, 2013		
MEMBERS: Clerkship Committee Names for UGME for 2012 -2013	<p><i>Dr. Jason McCarthy (Chair, Selectives Coordinator, Course Chair MED 7280)</i> <i>Dr. John Martin (CDC Pediatrics)</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. Hubert White (CDC Psychiatry)</i> <i>Dr. Katherine Stringer (CDC Rural Family Medicine)</i> <i>Dr. Bryan Curtis (Electives Coordinator)</i> <i>Dr. Todd Lambert, Assistant Dean, New Brunswick – joins by teleconference</i> <i>Dr. Richard Wedge, PEI Representative(joins by teleconference)</i> <i>Dr. Donald McKay, Associate Dean, UGME</i> <i>Ms. Deanne Williams – Wellness Coordinator Student Affairs, representing Dr. Scott Moffatt (Assistant Dean, Student Affairs)</i> <i>Ms. Sally Ackerman</i> <i>Mr. David Watton (student, class of 2013)</i> <i>Mr. William Stokes (student, class of 2014)</i> <i>Ms. Jacqueline Mouris (Student, class of 2014, Special Invitee)</i> <i>Ms. Melody Marshall – UGME Coordinator</i> <i>Ms. Angeles Damil - Administrative Coordinator, New Brunswick</i> <i>Minutes: Clerkship APA, Ms. Wandalee Cole (ugme.clerkship@med.mun.ca) (Minutes Taped)</i></p>		
PARTICIPANTS	<p>Attendees: J. McCarthy, J. Martin, J. Farrell, T. Delaney, C. Stone, H. White, T. Lambert, S. Ackerman, D. Williams (for S. Moffatt), W. Stokes, D. Watton UGME: Melody Marshall, Wandalee Cole</p>		
REGRETS	D. McKay, R. Wedge, T. Lambert, K. Stringer, A. Damil, B. Curtis		
AGENDA	ITEM	DISCUSSION	ACTION
#1 WELCOME / MEETING START TIME	<ul style="list-style-type: none"> Item #1 <p>J. McCarthy opened the meeting at 4:15 pm</p>	<ul style="list-style-type: none"> Call to Order Quorum in Attendance 	
#2 ADDITIONS TO THE AGENDA	<ul style="list-style-type: none"> Item #2 <p>Agenda</p>	<ul style="list-style-type: none"> Agenda approved as circulated 	

#3 APPROVAL OF MINUTES: Nov 29, 2012	<ul style="list-style-type: none">Item #3 Minutes	<ul style="list-style-type: none">Minutes approved from January 24, 2013 as circulated.	ACTION: Minutes Approved. Moved: Dr. J. Farrell Seconded: Dr. C. Stone
#4 BUSINESS ARISING	<ul style="list-style-type: none">Item 4.1 ITER Revisions	<ul style="list-style-type: none">No update as Dr. D. McKay was absent	
	<ul style="list-style-type: none">Item 4.2 Update: B2B Integrated OSCE	<ul style="list-style-type: none">Back to Basics integrated OSCE will not go ahead in April of 2013. Multiple issues, including:Difficulty organizing faculty meetings re: case developmentLack of final approval for funding for the OSCE (overtime required to execute OSCE on short notice).OSCE Working Group will work towards planning OSCEs for the classes of 2014 and beyond.OSCE WG should be led by the course chair for MED 7280 (currently Dr. McCarthy), with the CLDC as a key strategic partner in execution of these assessments.Options re: OSCE scheduling discussed at committee Option 1:<ul style="list-style-type: none">✓ Total: 3 OSCEs✓ i.e. OSCE at core mid-point and core end (formative/summative, respectively. Committee also open to two summative OSCEs for core)✓ OSCE in 4th year (i.e post CaRMS)✓ The Committee considers the 4th year OSCE as the most important OSCE to execute in clerkship.Option 2:<ul style="list-style-type: none">✓ Total: 2 OSCEs✓ i.e. OSCE at end of core and end of 4th year	ACTION: Establish Dates: Doctor McCarthy to look at scheduling changes to the class of 2015, perhaps 2015 (with student consultation). Determine CLDC capability for executing 3 OSCEs per clerkship class, and any funding issues. Dr. McCarthy to re-establish OSCE WG. Dr. McCarthy will inform UGMS re: any changes to MED 7280 as a result of SuperOSCE development

		<p>The Committee chose Option 1 unanimously.</p> <ul style="list-style-type: none">• OSCE Working Group will be tasked with:<ol style="list-style-type: none">1. Case Development2. OSCE Grading, Audits, Remediation and Reassessment Decisions for the Clerkship Committee3. CQI for OSCE development and delivery4. Talent Management, e.g. faculty development5. On the ground OSCE execution	
	<ul style="list-style-type: none">• Item 4.3 Update: 21-Month Clerkship Track	<ul style="list-style-type: none">• Still in progress	ACTION: Aiming to have questions and answers document uploaded to One45 by early week of Feb 11th
	<ul style="list-style-type: none">• Item 4.4 Update: Schedule Med IV: Class of 2014	<ul style="list-style-type: none">• Exploring integrating an OSCE prior to releasing Med IV schedule	ACTION: KIV
#5 NEW BUSINESS	<ul style="list-style-type: none">• Item 5.1 Scheduling OSCEs: Classes of 2014, 2015	<ul style="list-style-type: none">• Refer to 4.2	
	<ul style="list-style-type: none">• Item 5.2 Assessment ReDev: Witnessed (Complete) Hx/Px	<ul style="list-style-type: none">• The Committee is unclear re: the LCME standard ED-27. The Committee asked Ms. Ackerman to help them determine whether the requirement is for a witnessed 'complete' History and Physical, or a Focused Hx and Px.• The Committee stated is view that they believe a Focused History and Physical is more relevant to the training of an MD than an undifferentiated complete Hx and Px. However, they are open to alternate interpretations from an accreditation point of view.	ACTION: Ms. Ackerman to report to the committee re: whether ED-27 demands a complete or focused (i.e. clinically pertinent) History and Physical.

		<ul style="list-style-type: none">• Either way, it is possible to create an assessment tool around this very important competency.• The committee requires clarification prior to developing an appropriate tool for assessing the clerkship competency of being able to do a history and physical.	
	<ul style="list-style-type: none">• Item 5.3 Assessment ReDev: Self-Directed Learning	Discussed the possibility of changing T-Res to allow for student directed reflection on the required clinical encounters. Dr. Martin suggested an application for entering self-reflection information; this app is offered through the RCPSC.	Dr. McCarthy to examine whether self-reflection can be mapped into T-Res
	<ul style="list-style-type: none">• Item 5.4 Assessment ReDev: 360o	<ul style="list-style-type: none">• 360s: feedback re: workplace performance (information from individuals all around their work environment). e.g. staff, resident, fellow clerk, nursing, allied health professional, patient, etc.• Pros/Cons discussed• Pros: a powerful tool to assess multiple CanMEDS competencies that can be difficult to evaluate using other tools , such as Professional, Collaborator, Advocate.• Pros: would complement or eclipse the ITER with respect to quality of feedback to the student• Cons: Difficult to execute throughout the entire clerkship program. Expensive. Educational development required for all participants in the 360 process (e.g. nurses, patients).• Cons: If not executed properly can be detrimental.• Cons: Non-faculty may be hesitant to offer critical comments re: clerks (cultural tendency)	Action: Move to KIV
#6 Standing Items	<ul style="list-style-type: none">• Item 6.1 Medical Student Reports	W. Stokes: <ul style="list-style-type: none">• Students stating that UGME giving multiple answers to similar questions.• Students looking for a face-to-face question and answer period with Clerkship Committee membership re: electives, selectives, remediation, vacation• Noted problems with inconsistency in the clerkship handbook	ACTION: William to send Doctor McCarthy a list of possible questions from the class of 2014 Doctor McCarthy to setup a face-to-face meeting between the class of 2014, the electives coordinator and selectives coordinator.

		<p>D. Watton:</p> <ul style="list-style-type: none"> Issues surrounding Selective applications and the timeline for returns 	<p>Ms. Marshall confirmed that updated information re: Clerkship Handbook will be available online by week of Feb 11th</p>
	<ul style="list-style-type: none"> Item 6.2 MUN-NB Update (Lambert) 	<ul style="list-style-type: none"> In the absence of Dr. Lambert the MUN-NB update is deferred to next meeting. 	
	<ul style="list-style-type: none"> Item 6.3 MUN-PEI Update (Wedge) 	<ul style="list-style-type: none"> In the absence of Dr. Wedge the MUN-PEI update is deferred to next meeting. 	
	<ul style="list-style-type: none"> Item 6.4 Accreditation 2013 	<ul style="list-style-type: none"> 	
	<ul style="list-style-type: none"> ITEM 6.5 NBME Re-write 	<ul style="list-style-type: none"> Communication should be given to students stating that an NBME Re-write will not omit a failed first attempt from MSPRs The utility of a voluntary NBME rewrite was discussed. It was proposed that voluntary rewrites should be disallowed. 	<p>ACTION: Students will not be permitted to voluntarily re-write an NBME for core clerkship rotations. Approved.</p> <p>Moved: Dr. J. Martin Seconded: Dr. T. Delaney</p>
	<ul style="list-style-type: none"> Item 6.4.1 ED-27: Direct Observation of Student Performance 	<ul style="list-style-type: none"> See item 5.2 	
	<ul style="list-style-type: none"> Item 6.4.2 ED-30: Formative and Summative Ax 	<ul style="list-style-type: none"> Dr. McCarthy is still seeking a routine report for the Clerkship Committee re: timely feedback and monitoring of ED-30. Ms. Ackerman indicated that she has ED-30 data from 2011-12 The committee asked for Ms. Ackerman's assistance in obtaining routine reports for the committee. 	<p>ACTION: Ms. S. Ackerman to email HSIMS report re: final grade timeline to the committee</p> <p>Ms. S. Ackerman will inquire of Adam Siscoe re: 2012/13 data</p>
	<ul style="list-style-type: none"> Item 6.4.3 ED-31: Mid-Course and Clerkship Feedback 	<p>The committee reports that this is being done at all distributed and local sites</p>	<p>Remove from agenda.</p>

#7 ADJOURNMENT		Clerkship Committee Meeting Adjourned at 6:00pm	
Next Meeting		February 21, 2013 @ 4pm (PDCS)	