

| Clerkship Committee Meeting      |  |  | DATE | February 19, 2015 |
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|                                  |  |  | ROOM | PDCS Room 5       |
| CHAIR                            | Dr. Katherine Stringer   |  |      |                   |
| MINUTE TAKER                     | Ms. Sandy Williamson   |  |      |                   |
| MEMBERS:<br><br>2014 - 2015      | <i>Dr. Katherine Stringer, Clerkship Coordinator</i><br><i>Dr. Jamie Farrell, CDC Medicine</i><br><i>Dr. Tina Delaney, CDC Obstetrics/Gynecology</i><br><i>Dr. Craig Stone, CDC Surgery</i><br><i>Dr. Jasbir Gill, CDC Psychiatry</i><br><i>Dr. Lyn Power, CDC Rural Family Medicine</i><br><i>Dr. Tyna Doyle, CDC Pediatrics</i><br><i>Dr. David Jones, Selectives Coordinator</i><br><i>Dr. Keegan Au, Electives Coordinator</i><br><i>Dr. Jennifer Leonard, Course Chair MED 7280</i><br><i>Dr. Angela McGibbon, Regional Med Ed Coordinator (New Brunswick) - joins by teleconference</i><br><i>Dr. Todd Lambert, Assistant Dean, New Brunswick - joins by teleconference</i><br><i>Dr. Richard Wedge, PEI Representative - joins by teleconference</i><br><i>Ms. Carrie Barlow, Clerkship Coordinator PEI - joins by teleconference (incoming)</i><br><i>Ms. Kathy MacLean, Clerkship Coordinator PEI - joins by teleconference</i><br><i>Dr. Donald McKay, Associate Dean, UGME</i><br><i>Dr. Scott Moffatt, Assistant Dean, Student Affairs</i><br><i>Ms. Sally Ackerman, Accreditation Manager</i><br><i>Mr. David Jerome, student rep, class of 2016</i><br><i>Mr. Andrew Dalton, student rep, class of 2015</i><br><i>Ms. Melody Marshall, UGME Coordinator</i><br><i>Ms. Angeles Damil, Administrative Coordinator, New Brunswick - joins by teleconference</i><br><i>Ms. Dawn Keenan, Program Manager, New Brunswick - joins by teleconference</i> |  |      |                   |
| PARTICIPANTS                     | Dr. Jasbir Gill, Dr. Kath Stringer, Mr. Dave Jerome, Ms. Sally Ackerman, Dr. Jamie Farrell, Ms. Angeles Damil, Dr. Craig Stone, Dr. Jennifer Leonard, Dr. Keegan Au, Dr. Don McKay   |  |      |                   |
| GUESTS                           | Mr. Alex Botsford for Mr. Andrew Dalton  |  |      |                   |
| REGRETS                          | Dr. Dave Jones, Dr. Tyna Doyle, Dr. Lyn Power, Mr. Andrew Dalton, Ms. Kathy MacLean  |  |      |                   |
| MINUTES                          |  |  |      |                   |
| AGENDA                           | ITEM   | DISCUSSION   |      | ACTION            |
| #2<br>ADDITIONS TO<br>THE AGENDA | <ul style="list-style-type: none"><li>Item #1 and #2 Agenda</li></ul>  | <ul style="list-style-type: none"><li>Call to order.</li><li>No additions to agenda.</li><li>Accreditation Submission is in, everyone has been e-mailed.</li></ul> |      |                   |

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| #3<br>APPROVAL OF<br>MINUTES:<br>February 19,<br>2015 | <ul style="list-style-type: none"> <li>Item #3<br/>Minutes</li> </ul>  | <ul style="list-style-type: none"> <li>Minutes from January 15, 2015, approved.</li> <li>Change made from January minutes, re: Student Evaluation Discussion: insert action item “Ms. McGrath to take to PESC”.</li> <li>It was noted that video-conferencing was available in Sackville (ED-44) for a student luncheon accreditation session, Ms. Damil will send IP address to Ms. Ackerman.</li> <li>Ms. Ackerman will send link to the survey report, which the accreditors use.</li> </ul>   | <b>Minutes Approved</b><br><br>Moved: Dr. Gill<br>Seconded: Dr. Farrell  |
| #4<br>PRESENTATIONS                                   | <ul style="list-style-type: none"> <li>Item 4.1 and 4.2<br/>MUN-NB/PEI Update</li> </ul>                               | <ul style="list-style-type: none"> <li>NB: The MedEd Advisory Committee Meeting is Thursday Evening or Friday Morning during the Forum, there will be a guest speaker on Wednesday. Going are: Dr. Cathy MacLean, Dr. Gerard Farrell, Dr. Lyn Power, Dr. Don McKay, Dr. Asoka Samarasena. Same week as WONKA, may influence FM preceptor attendance.</li> <li>PEI: Ms. MacLean sent regrets, Ms. Barlow not yet started in position.</li> </ul>   | <b>Note:</b> Dr. Stringer away on FM accreditation visit for CFPC.   |
| #5<br>BUSINESS<br>ARISING                             | <ul style="list-style-type: none"> <li>Item 5.1<br/>Accreditation Report<br/>ED-30, 31, 27, 8 and<br/>MS-32</li> </ul> | <ul style="list-style-type: none"> <li>Congrats to CDCs and APAs re: a job well done of submitting stats. Review accreditation stats in six months.</li> </ul>  | <b>Action item:</b> Dr. McKay to send e-mail with congratulations in six weeks.  |
|   | <ul style="list-style-type: none"> <li>Item 5.2<br/>Phase 4 Meeting Review</li> </ul>                                  | <ul style="list-style-type: none"> <li>Objectives will drive assessment. Plan for the future. Official motion by Stringer to adopt EPAs (Entrustable Professional Activities).</li> <li>EPAs would link to CanMeds competencies. Adjusted from the American version, for all 13. Dr. Stringer and Diana Deacon working on how the ITAR would look.</li> <li>Ready for the Class of 2017 beginning of Core.</li> <li>MCC Exam going to be different. Will include acute focus, illnesses that come and go, crisis intervention.</li> <li>Emergency exposure important. EPA 10 – Bring Emerg shifts into IM rotation. Also cover ER in practice continuum.</li> <li>Anesthesia – involvement in practice continuum and Advanced Procedural Competencies – EPA 11,12.</li> <li>Terms of Reference, motion to accept by Farrell.</li> </ul> | <b>Action items:</b> Dr. Stringer motioned that EPAs be adopted for Phase 4 Assessment. Seconded by Dr. Stone, everyone in favour.<br><br>Dr. Stringer to contact Medical Council of Canada – EPA representative.<br><br><b>Terms of Reference for Phase 4 Management:</b> motion to accept by Dr. Farrell, seconded by Dr. Leonard, everyone in favour. |

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| #6<br>NEW BUSINESS   | <ul style="list-style-type: none"> <li>Item 6.1<br/>Orientation for Core</li> </ul>                                     | <ul style="list-style-type: none"> <li>Coming up on February 26.</li> </ul>  | <b>Action item:</b> Sandy to send out summary documents.  |
|                      | <ul style="list-style-type: none"> <li>Item 6.2<br/>Clinical Experiences and Mandatory Procedures Monitoring</li> </ul> | <ul style="list-style-type: none"> <li>Class of 2015 need to update T-Res, 3 times each for Mandatory Procedures.</li> </ul>   | <b>Action item:</b> 4 <sup>th</sup> Year Rep sending out e-mail, Sandy to follow up.  |
|                      | <ul style="list-style-type: none"> <li>Item 6.3<br/>Non-credit Electives and Non-Authorized Electives</li> </ul>        | <ul style="list-style-type: none"> <li>Twelve weeks only. Students need to know. Students cannot go out without our approval and get an elective, not allowed to say they are a MUN medical student in such a case.</li> <li>Extra electives to be discussed.</li> <li>Concern re: shadowing for non-medical students. There is an authorized shadowing program for medical students to protect everyone.</li> <li>Dr. Au to take shadowing issue to CAG.</li> </ul> | <b>Action item:</b> Dr. McKay and Dr. Au to meet, make notification of the process for extra electives.<br><br>Dr. Au to take to CAG. |
| #7<br>STANDING ITEMS | <ul style="list-style-type: none"> <li>Item 7.1<br/>Medical Student Reports</li> </ul>                                  | <ul style="list-style-type: none"> <li>No issues brought forward. Botsford reported dates of LMCC: May 5 and 6.</li> <li>OSCE discussion, there will be marks and feedback but no fails, the formative OSCE option was an initiative of the students.</li> </ul>   |   |
| ADJOURNMENT          |   | <ul style="list-style-type: none"> <li>Next Meeting: March 19, 2015</li> </ul>   |   |
| Next Meeting         |   | March 19, 2015   |   |