

Clerkship Committee

CONFIDENTIAL

Minutes

DATE & TIME: Thursday, October 12, 2006 at 4:00p.m.
PLACE: Undergraduate Medical Education Boardroom
PRESENT: Dr. D. Boone (Chair), Drs. B. Curtis, K. Tompkins, J. Harris, A. Drover,
L. Dawson, Ms. S. Akerman, Ms. J. Young and Ms. V. Griffin

Review of Minutes of September 14, 2006

DROVER/CURTIS

THAT the minutes be approved as circulated.

CARRIED

Business Arising

Update on Family Leave Policy

A document reflecting the leaves available to PAIRN had been adapted by Maureen Kent to reflect the clerkship leave. This was circulated and reviewed. Some comments were made and it was agreed that members would review the document and bring final suggestions to the next meeting, at which time we should be able to finalize the document.

Update on Accreditation Issues

The requirements for a mid-rotation formative review were again stressed. As per the Undergraduate Medical Education Committee discussions, a mid-term review of the ITERs formative assessment tool was suggested as the best possible option. A mid-term quiz is provided in some disciplines and this was seen as another viable option for visible formative feedback.

The clinical curriculum documents have been produced by all disciplines and are being reformatted by Sally Akerman to a common template. Discussion occurred that the paper documents are being utilized by the clerks. A requirement for a mediation process for each discipline to ensure that clerks experience the total clinical curriculum was stressed.

Once the documents have been formatted to a common format, they will be submitted to a t-clerk to be introduced into the menus available to the students. The t-clerk will also be requested to produce a useful report document that will facilitate tracking of the clerks activities and scheduling of remediation events as necessary.

Dr. Boone also reported on the plans to institute a new promotions committee which would consider students for promotion in an arms-length way. The present clerkship committee would be responsible for making recommendations to the promotion committee regarding the promotion of individual students from Year 3 to Year 4 and from 4th year to graduation, but would not function in and of themselves as a promotions committee as has been the case in the past.

Gateway Project

Dr. Boone reported that he had discussed with the Undergraduate Dean regarding the possibility of clinical clerks participating in this activity in conjunction with the Association for New Canadians. There was consensus that an individual clerk should not be required to be absent from clinical responsibilities for more than one afternoon in a rotation. This decision will be communicated to Monica Kidd. It was also requested that the Undergraduate office be made aware of the individuals who will be participating in this program and ensure that the clerks are not missing excessive clinical time.

New Business

Protection of Privacy Act

This issue was deferred to the next meeting as Maureen Kent was not present.

Inter-professional Education Meetings – Dr. V. Curran

Dr. Sharpe presented on behalf of Dr. Curran who was unable to attend. He gave a brief overview of the inter-professional education project presently underway at Memorial. A common competencies objective for inter-professional practice in clerkship learning document was presented. The stated training objectives were largely acceptable to the committee. There was discussion as to what response was required from the discipline co-ordinators to this document, essentially a cataloging of present inter-disciplinary experiences is requested by the project.

Report from Assistant Dean

This was deferred as Dr. Wells was absent.

Student Reports

Concerns were raised about late ITER completion. This seemed particularly problematic with respect to certain individual preceptors and has been in the past dealt with at the discipline chair

level. It was suggested that this be a methodology to resolve any outstanding problems that recur.

There was discussion about the request for student representation on a newly constituted promotions committee. There was reluctance on the part of the students to provide membership due to concerns over a conflict of interest and privacy issues.

Clerkship Scheduling Changes

There is still concern expressed by the Chair that the process for scheduling fourth year clinical experiences does not optimally meet the needs of fourth year students and this was reflected by the student representatives. After brief discussion it was agreed that Ms. Young and Dr. Boone would meet further to discuss the issue and meet with the undergraduate office staff to see if the process could be improved upon for next year's class.

Adjournment

There being no further business, the meeting was adjourned.

Darrell Boone, M.D., FRCSD, FACS
Clerkship Co-ordinator

DB:gr