



Phase 3 Management Team Minutes

Wednesday, Oct 5, 2022

4:00 p.m.

Webex

Attendees: Jasbir Gill, chair, Katrin Zipperlen, Alex Darmonkow, Heidi Coombs, Michelle Simms, Rick Audas, David Stokes, Brian Kerr, Jerry McGrath, Debra Bergstrom, Katie Bonner, Taryn Hearn

Regrets: Alison Haynes, Rod Russell

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		Jasbir Gill
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts Motion to approved agenda: Alex Darmonkow Seconded by: Jerry McGrath	Jasbir Gill
Review and approval of prior minutes – Review of action items from previous meeting	Motion to approved previous minutes: Rick Audas Seconded by: Katie Bonner	Jasbir Gill
1. Assessment Working Group Assessment Reports	Credits for the first Phase 3 exam were done quickly. SAS revised assessment reports. For the class of 2024, there were 10 exams. Everyone passed. The mean was 84.5, the highest over the last few years. Clinical skills delivery is close to pre-pandemic. Three assessments have been reduced to two. Everyone passed.	Suzanne Drodge/ Katrin Zipperlen

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	<p>Physician Competencies had no assessment changes. The course mean was 92.5.</p> <p>Phase 4 Prep was hands on learning and completing check lists. Everyone passed.</p> <p>Community Engagement was mostly assignments with one MCQ exam. AHS moved out of MCQ and was replaced with a group assignment. The overall mean was 90.3.</p> <p>The MCQ exam with 12 questions was removed and replaced with a group assignment.</p> <p>Jasbir will submit the report to UGMS.</p>	
<p>2. Curriculum Lead Major change</p>	<p>MedCAREERS CaRMS is in the Phase 4 Prep course. It is proposed to move it out of P4P and schedule it a couple of weeks earlier. It is better suited with Physician Wellness and Career Planning.</p> <p>Question to students is: do you think that moving this session to earlier in Phase 3 will results in the need of another session during clerkship as they get closer to the CaRMS process. Katie and Alex will bring to the class if there is an issue with moving MedCAREERS CaRMS out of P4P. There are other sessions throughout Phase 4.</p> <p>To be discussed and voted on at the next meeting.</p>	<p>Alison Haynes</p>



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3. PESC	<p>Sent survey after the first block, there were only five responses. Some sessions are going well, but others are going overtime and/or not providing a break.</p> <p>Some possible major changes were brought forward.</p>	Heidi Coombs/ Jasbir Gill
4. Clinical Skills	<p>No updates. Back to almost pre-pandemic function. There is some hybrid but mostly in-person.</p> <p>Gender inclusive language document is under development. Already encouraging to ask patients how they want to be addressed. It may not be for every interaction.</p>	Debra Bergstrom
5. ILS	<p>Jinelle Ramlackhansingh is replacing Steve Shorlin. Jerry and Jinelle are sorting through the logistics of ILS. Looking at moving the ILS session on November 14. The first ILS session is in two weeks.</p>	Jerry McGrath
6. Research Curriculum Group	<p>Going well. Data collection analysis plan for the year is due on Oct 21.</p>	Rod Russell Michelle Simms
7. Community Health & Faculty Issues	<p>No issues.</p>	Rick Audas
8. Physician Competencies	<p>Need a replacement Physician Competencies lead on the team. A call has gone out.</p>	
9. Learner Issues	<p>No issues.</p>	Alex Darmonkow Katie Bonner
10. Accreditation Updates		Brian Kerr Taryn Hearn

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11. Next meeting	November 2, 2022 Motion to adjourn: Rick Audas Seconded by: Taryn Hearn	
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