



Phase 3 Management Team Minutes

Thursday, October 5, 2023
4:00 p.m.
Webex

Attendees: Debra Bergstrom, chair, Rick Audas, Shruthi Bandi, Alison Haynes, Michelle Simms, Carla Peddle, Chris Earle, David Stokes, Katrin Zipperlen, Maria Goodridge

Regrets: Jerry McGrath, Suzanne Drodge, Brian Kerr

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		Deb Bergstrom
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts	Deb Bergstrom
Review and approval of prior minutes – Review of action items from previous meeting	Motion to approve agenda and minutes: Chris Earle Seconded by: Shruthi Bandi, Alison Haynes All in favour	Deb Bergstrom
1. Assessment Working Group	<ul style="list-style-type: none"> - There were a few technical issues with the first exam. Learners in separate rooms were disrupted. The issues have since been resolved. - Could these disruptions interfere with their grade? The Burr method was used. - SAS will check to see if there is a MUN policy when an exam is disrupted. - There was some confusion for Dr. Grynszpan’s assessment as it was changed from in-class to 	Suzanne Drodge/ Katrin Zipperlen

***Our Vision:** Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.*

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	<p>pre-recorded sessions. The assessment plan had to change.</p> <ul style="list-style-type: none"> - Assessment changes need to be documented. Is there a template for emergency changes? - 	
<p>2. Curriculum Lead Minor change</p>	<p>There is one minor change:</p> <ul style="list-style-type: none"> - Add objectives to Palliative Care in Different Populations - Motion to support the addition of objectives to Palliative Care in Different Populations: Alison Haynes - Seconded by: Shruthi Bandi - All in support of this minor change This will be brought to UGMS <p>There is one major change:</p> <ul style="list-style-type: none"> - There are two Rheumatology clinical skills sessions, which will be reduced to one. - Motion to remove one Rheumatology clinical skills session: Alison Haynes - Seconded by: Shruthi Bandi, Chris Earle - All in support of the major change This will be brought to UGMS. 	
<p>3. PESC</p>	<p>Course evaluations 7710 Patient III</p> <ul style="list-style-type: none"> - Response rate was 10%. - Overall mean was 4.4. Received good feedback. - The assessment mean received a 4.4, compared to 4.5 last year. 	<p>Heidi Coombs/ Deb Bergstrom</p>



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	<ul style="list-style-type: none"> - Course themes received 4.6. - CanMED Competencies received a 4.3, compared to 4.4 last year. <p>7720 Clinical Skills</p> <ul style="list-style-type: none"> - The response rate was 12%. - The overall mean was 4.5, compared to 4.2 last year. - Assessment received 4.4. - Clinical skills sessions received 4.3. - CanMEDS competencies received 4.6. <p>7730 Physician Competencies</p> <ul style="list-style-type: none"> - Received an overall rate of 4.2, compared to 4.3 last year. - Assessment received 4.2, compared to 4.0 last year. - Research curriculum received 3.7. - ILS received 3.9 <p>7750 Black Bag</p> <ul style="list-style-type: none"> - Response rate was 65%. - The overall mean was 4.6, compared to 4.2 last year. - Course objectives received 4.6. - Learning exercises received 4.4. - The mean number of patient encounters was 89.53. - Evaluation of practice location received 4.1. 	
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	<p>7740 Phase 4 Prep</p> <ul style="list-style-type: none"> - Response rate was 7%. - P4P received 4.0 overall. - Review of sessions received 4.0. - Review of workshops received 4.4. <p>Deb Bergstrom will prepare responses.</p>	
4. Clinical Skills	<ul style="list-style-type: none"> - Going well. Neurology and Head & Neck are finished. 	Maria Goodridge
5. ILS	<ul style="list-style-type: none"> - Plans are going well. A neurologist will attend ILS in October. An endocrinologist will attend ILS in February. 	Jerry McGrath
6. Research Curriculum Group	<ul style="list-style-type: none"> - A second checkpoint was added in December. Receiving good feedback. 	Michelle Simms Chris Earle
7. Community Health & Faculty Issues	<ul style="list-style-type: none"> - No report 	Rick Audas
8. Physician Competencies	<ul style="list-style-type: none"> - No report 	James Quinlan
9. Learner Issues	<ul style="list-style-type: none"> - Discussed above. 	Mary Jane Butler Shruthi Bandi
10. Accreditation Updates	<ul style="list-style-type: none"> - No update 	Brian Kerr
11. New business	<ul style="list-style-type: none"> - 	
12. Next meeting	November 2, 2023	