

PHASE 2 MANAGEMENT TEAM MEETING		DATE	Feb 4, 2019
		ROOM	M2M240
	Dr. Lisa Kenny, Phase 2 Lead		
MEMBERS:	Dr. Natalie Beausoleil, Community Health and Humanities Dr. Pushpa Sathya, ILS Dr. Barton Thiessen, Assessment Dr. Krista Brown Dr. Norah Duggan, Community Engagement Co-Lead Dr. Maria Goodridge, Clinical Skills Dr. Amanda Pendergast, Community Engagement Co-Lead Dr. Tanis Adey, Associate Dean, UGME Katrin Zipperlen Gerona McGrath Carla Peddle, UGME Coordinator Diana Deacon, Assessment Mr. David Stokes, HSIMS Dr. Steve Shorlin, Faculty Development Dr. Jacqueline Costello, Research Lead Stephanie, Class of 2021 Kaitlin Quinlin, Class of 2021 Logan Slade, Class of 2022 Claire Skanes, Class of 2022		
PARTICIPANTS	Lisa Kenny, Heather Jackman, Diana Deacon, Pushpa Sathya, Katrin Zipperlen, Kaitlin Quinlan, Carla Peddle, Brian Kerr, Claire Skanes, David Stokes, Maria Goodridge, Natali Beausoleil		
REGRETS	Vivian Whelan, Alison Haynes, Amanda Pendergast, Gerona McGrath, Tanis Adey, Krista Brown, Steve Shorlin, Jacqueline Costello, Jennifer Leonard, Norah Duggan, Barton Thiessen		
RECORDING SECRETARY	<i>Minutes Recorded – Transcribed by Ms. Carla Peddle</i>		
NEW MEMBERS	Dr. Heather Jackman		

MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
1.0. Review/ Approval of Agenda		Approved	
2.0. Review/Approval minutes		Deferred	
3.0. Business Arising		Integrated into Standing Items	
4.0. Standing Items	4.1. Assessment	<p>One exam so far, 5-6 questions went back. Results were average, Hofstee cut off was 69. The same cohort performed better in Phase 1, some learners were concerned that the exam was hard. There were many potential reassessments, ultimately 8 learners reassessed. May be accounted for as an adjustment to Phase 2.</p> <p>Many questions in the question bank, already, and some more questions still coming in.</p>	
	4.2. Evaluation	<p>No update. QI session will be held during the Integrated Learning Session on 15 February, 2019.</p> <p>Learner reports that one bad experience with a facilitator coloured the experience for some learners.</p>	
	4.3. ILS	<p>Assessment was more difficult for the cohort than Phase 1 block examinations</p> <p>Integrated Learning Sessions – Acknowledge Dr. Sathya’s contribution. Dr. Jennifer Leonard to take over the Integrated Learning Sessions on 15 February, 2019</p> <p>Integrated Learning Session working group – reports from PESC reviewed, proposed revisions and had them approved at UGMS in the face of repeated poor evaluations. Objectives for ILS had not been available on D2L. The new ILS objectives were not input into D2L in the new structure for Integrated</p>	<p>Action: Map new Integrated Learning Session objectives within C-Blue.</p> <p>Action: Plan Integrated Learning Sessions at the beginning of the academic year and recruit faculty then.</p>

		<p>Learning Sessions. Assessment plan does reflect the revision of the Life Long Learning assignment. Not currently mapped within C-Blue.</p> <p>There had been some concern amongst learners about the “new” ILS. Concerns were alleviated by Dr. Pendergast who facilitated really well. Learners noted that ILS was a nice preparation for the following Monday.</p>	
	4.4. Community Engagement	<p>Met on 14 November, 2018 with Community Health and Humanities, Undergraduate Medical Education and Family Medicine. Preceptor engagement is low, especially in rural areas. Faculty recruitment is becoming more and more difficult for the APA in Community Health and Humanities, who has connections with many of the rural faculty. APA will retire after this academic year and will not likely rehire someone with similar experience. More learners are having to remain in urban centres for Community Engagement II. Rural Medicine is a mandate of Memorial University’s Faculty of Medicine. Dr. Tanis Adey brought forward the issue of preceptor engagement to the Dean of Medicine.</p>	<p>Action: Dr. Adey to report back to Phase 2 regarding this issue 4 March, 2019.</p>
	4.5. Physician Competencies	<p>Research Curriculum – research project registration forms are due 5 March, 2019 to give us an idea of the learners’ direction in terms of ethics approval, etc. Information is available on D2L.</p> <p>Jacqueline Costello is recruiting a panel of faculty members to review the research projects to determine who requires ethics approval. Learners with questions should consult the ethics officer.</p> <p>Each class has a learner representative for research. The faculty panel will review all projects and bring concerns back to the appropriate committees. UGMS approved the resequencing of learning objectives so that instruction on “writing a research question” will move to Phase 1.</p>	
	4.6. Clinical Skills	<p>Systems Skills with similar objectives, history taking, professionalism, communications, etc.</p> <p>Clinical Skills team proposes a change of objective for Musculoskeletal Clinical Skills sessions as the neurological content has not been covered at this point. The Neurology content is delivered in Phase III and would be better aligned</p>	<p>Action: Maria Goodridge to bring the proposal to the next UGMS meeting 20 February, 2019.</p>

		with Clinical Skills III. This must be in place before the beginning of the 2019-2020 academic year.	Action: David Stokes to update the language surrounding the sessions to better align with content of each phase.
	4.7. Student Issues	Nothing further	
	4.8. Phase 2 Schedule	Moving forward the Phase 2 meeting will take place on the first Monday of the month during the Phase, as a pilot.	
5.0 NEW BUSINESS			
6.0 NEXT MEETING		March 4, 2019 at 4:00 – 5:30 p.m.	Action: Vivian Whelan to book rooms for the meetings on the first Monday of the Month during Phase 2 and toward the end of the Fall.