



## Phase 3 Management Team Minutes

Wednesday, March 3, 2021

4:00 p.m.

Webex meeting

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Attendees: Jasbir Gill, chair, Alison Haynes, Brian Kerr, Michelle Simms, David Stokes, Carla Peddle, Nadine Houlihan, Katrin Zipperlen, Rick Audas, Rod Russell, Steve Shorlin, Suzanne Drodge, Jerry McGrath, Debra Bergstrom

Regrets: Tanis Adey, Heidi Coombs, Claire Pratt, Stephanie Atkinson

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	Motion to approve agenda: Rick Audas Seconded by: Debra Bergstrom	Jasbir Gill
Review and approval of prior minutes –Review of action items from previous meeting	Review of minutes Motion to accept: Rick Audas Seconded by: Debra Bergstrom All in favour	Jasbir Gill
1. Curriculum Lead	We are trying to minimize any disruptions to the schedule. Phase 4 Prep was discussed and approved by UGMS to deliver virtually.  There is a major change regarding the opioid crisis. Content will be added and replaced. David Flusk will be responsible for the sessions. Requesting to add a	Alison Haynes

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	<p>50-minute lecture. Will discuss with Katrin to add for this class. Motion to support: Suzanne Drodge Seconded: Rod Russell Jasbir will bring to UGMS</p> <p>Swap two lectures. David Flusk will replace core concepts in pain modules. Motion to support: Rick Audas Seconded: Debra Bergstrom Jasbir will bring to UGMS.</p>	
2. Assessment Working Group	<p>The next exam is on track for March 16. There were a lot of deferrals for the last exam. The integrity of the exam was questioned. There will be a working group set up to look at the exam deferral policy.</p> <p>There will be a webinar tomorrow regarding how to write effective questions. There is also a two-page PDF that faculty can review.</p> <p>Faculty are responding quickly regarding credits. Jasbir advised the class to review the deferral policy. The major reason for the deferrals was stress associated with the recent move to alert level 5.</p>	Suzanne Drodge/ Katrin Zipperlen
3. PESC	<p>There was a QI session held on February 16. Most comments are concerns that Claire and Nadine have brought forwarded.</p>	Heidi Coombs/ Jasbir Gill



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<p>4. Clinical Skills</p>	<p>There are some issues, most of them are recent re: doing a formative physical exam. A lot of trainees don't record to grade. Working on solutions to do a talk through for the physical and history. Open to suggestions. There is anxiety regarding the future. Some out of province learners want to go home. Some who live in the city, want to return to class. There was a UGME update regarding that today. The more in-person sessions, the better. In-person sessions can return when alert level 2 is reached and 2 weeks or isolation is complete if travelling.</p>	<p>Debra Bergstrom</p>
<p>5. ILS</p>	<p>ILS is going well on Webex. Everyone is engaged including the learners and the tutors. Dr. Hickey participated with the Peds session. Drs. Daley and Moffatt attend the last one. The ILS sessions are going better virtually than they did in-person. There is more participation online. Working better than before the exam. Learners are bringing their own ideas. Getting facilitators from outside the city to participate. The next one is cardiology, maybe have a senior resident as a tutor.</p>	<p>Jerry McGrath</p>
<p>6. Research Curriculum Group</p>	<p>Rod, Jacqueline and Michelle held a Q&amp;A for all phases. It was 45 minutes of questions and it went well. There are lots of students in jeopardy who will need new projects. Michelle and Rod will meet to discuss. Let learners know that if they have issues, to go to Michelle first.</p>	<p>Rod Russell</p>



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7. Community Health & Faculty Issues	<p>Faculty choose not to record because it may result in low attendance. There were many meetings held within Community Health regarding recording and poor attendance.</p> <p>Curriculum is looking at mandatory, attendance required, sessions. Brian is reaching out to other schools with regard to small group teaching, guest speakers, etc. Recording or not may or may not affect attendance. Community Health may be having poor attendance because it's not clinical.</p>	Rick Audas
8. Physician Competencies	No report	Stephanie Atkinson
9. Learner Issues	<p>There are technical issues with some recordings. Some slides are old and not based on the current sessions. Dr. Paulin recommended some teaching modules which have been very helpful.</p> <p>Rescheduling is an issue. Sessions are not always received on a timely manner. Some use last year's recording but when new presentation is submitted, they may not match. There is a lot of internal medicine right now. There have been many delays cause by the pandemic.</p>	Claire Pratt/ Nadine Houlihan
10. Accreditation Updates	The date of the visit is April 3 – 6, 2022. Will be reaching out to the class reps to see who wants to be included over the summer. If the visit will be virtual or in-person has not been determined.	Brian Kerr

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	The communication plans are being finalized for the website.	
11. Next meeting	April 7, 2021 Motion to adjourn meeting: Rick Audas Seconded by: Alison Haynes	