

Phase 3 Management Team Minutes

Wednesday, May 5, 2021

4:00 p.m.

Webex meeting

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

Regrets: Tanis Adey

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	Assessment plans are not ready yet for next year. Motion to approve agenda: Rick Audas Seconded by: Jerry McGrath	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: Claire Pratt All in favour	Jasbir Gill
1. Curriculum Lead	The Phase 3 schedule for the class of 2024 has been drafted. CLSC and Community Health have been consulted. There will be 40 meetings with UCLs in the next 4 – 6 weeks.	Alison Haynes
2. Assessment Working Group	No issues. There was a reassessment today.	Suzanne Drodge/ Katrin Zipperlen
3. PESC	QI last week went well. There are no more sessions scheduled. No need for another.	Heidi Coombs/ Jasbir Gill



Phase 3 Management Team Minutes

Wednesday, May 5, 2021

4:00 p.m.

Webex meeting

4. Clinical Skills	No updates. The formative histology and physical videos went well. The class found it hard with the OSCE and the physical & history close together. They are not normally this close. They seemed to cope quite well. OSCE history was hard, can't count for SP response time. Would like to be able to have practice cases.	Debra Bergstrom
5. ILS	ILS is going well. The next ILS session is in June. Learners are developing 2 or 3 cases. They will have surgery cases for the first time. Dr. Boone will help facilitate.	Jerry McGrath
6. Research Curriculum Group	Most registrations forms have been received. Encouraging to do everything remotely if possible. If in-person, vetted through UGME first. The presentation in June will be a voice-over presentation.	Rod Russell
7. Community Health & Faculty Issues	R. Audas wrote all faculty in CH re: change assessment to include in-class exercise. R. Audas and R. Chafe are going to do that as a pilot to increase attendance.	Rick Audas
8. Physician Competencies		Stephanie Atkinson
9. Learner Issues	There were a few Independent Learning Modules this block. One session had 81 slides only, Hematology Transplant. Can it be taken off the exam? This session has always been an independent learning module even before the pandemic. There are no interactive elements. D. Bergstrom will bring back to Hematology for review. It should be 'Transplantation.'	Claire Pratt/ Nadine Houlihan

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



Phase 3 Management Team Minutes

Wednesday, May 5, 2021

4:00 p.m.

Webex meeting

	<p>There is one recording that was done by two facilitators that is hard to hear. One facilitator was loud while the other was hard to hear.</p> <p>Frustrated with the ILS paper. There were a number of reassessments. J. Gill noticed where most tended to lose marks over the years. Feedback doesn't give much direction. Improve information given to graders. Usually they struggle with some elements but feedback was counterproductive. Some years ago it was agreed that S. Shorlin would be involved with grading. He is able to do that. ILS is supposed to feed into the assignment but they are disconnected. We can have a meeting to discuss. D. Bergstrom can also help.</p> <p>When there are technical issues, the Patient rep in the class reaches out to the instructor to re-record but some don't have time. D2L checks audio before releasing. Introduction to Cancer was recorded by two different people in different rooms. A note was added to adjust volume. D2L is working on Dr. Mathieson's recording. Should have it updated by tomorrow.</p>	
<p>10. Accreditation Updates</p>	<p>The accreditation website is live. Accreditation monthly moments will be included. April – Health Provider Conflict of Interest Policy. A different policy will be highlighted each month.</p>	<p>Brian Kerr</p>



Phase 3 Management Team Minutes

Wednesday, May 5, 2021

4:00 p.m.

Webex meeting

	April 3 – 6, 2022 is the date of the visit. A Review Committee needs to be set up. Dr. T. Hearn or B. Kerr can be contacted.	
11. Next meeting	Motion to adjourn: R. Russell, A. Haynes, R. Audas Seconded by: D. Bergstrom Next meeting June 2, 2021	