

<b>Phase 4 Clerkship Committee Meeting</b>		<b>DATE</b>	January 19, 2017
		<b>ROOM</b>	M2M240
<b>CHAIR</b>	Dr. Jason McCarthy		
<b>MINUTE TAKER</b>	Ms. Sandy Williamson		
<b>MEMBERS:</b>  <b>2016 - 2017</b>	<p><i>Dr. Jason McCarthy, Clerkship Coordinator/Phase 4 Lead</i>  <i>Dr. Carrie Ferguson, CDC Obstetrics/Gynecology</i>  <i>Dr. Joe Lockyer, CDC Internal Medicine</i>  <i>Dr. Craig Stone, CDC Surgery</i>  <i>Dr. Jasbir Gill, CDC Psychiatry</i>  <i>Dr. Lyn Power, CDC Rural Family Medicine - joins by teleconference</i>  <i>Dr. MaryJane Smith, CDC Pediatrics</i>  <i>Dr. Chris Patey, Selectives Coordinator</i>  <i>Dr. Keegan Au, Electives Coordinator</i>  <i>Ms. Diana Deacon, Student Assessment Subcommittee (SAS)</i>  <i>Ms. Gerona McGrath, (MESC)</i>  <i>Dr. Jennifer Leonard, Course Chair MED 7280</i>  <i>Dr. Angela McGibbon, Regional Med Ed Coordinator (New Brunswick) - joins by teleconference</i>  <i>Dr. Tom Laughlin, Assistant Dean, New Brunswick - joins by videoconference</i>  <i>Dr. Jason Chan, Undergraduate Coordinator PEI - joins by videoconference</i>  <i>Ms. Verna McInnis, Clerkship Coordinator PEI - joins by videoconference</i>  <i>Ms. Melissa Dunnett, Manager, (New Brunswick) - joins by teleconference</i>  <i>Dr. Donald McKay, Associate Dean, UGME</i>  <i>Dr. Scott Moffatt, Assistant Dean, Student Affairs</i>  <i>Ms. Sally Ackerman, Accreditation Manager</i>  <i>Ms. Chelsea Ash, student rep, class of 2018</i>  <i>Ms. Janine Flaherty-Woodland, student rep, Class of 2018</i>  <i>Dr. Rose Mengual, Discipline of Emergency Medicine</i>  <i>Dr. Jennifer Harris, Discipline of Anesthesia</i>  <i>Dr. Sahar Iqbal, Practice Continuum Course Chair MED 8750</i>  <i>Ms. Carla Peddle, UGME Coordinator</i>  <i>Ms. Lisa Russell, Medical Education Coordinator, New Brunswick – (incoming) joins by teleconference</i>  <i>Ms. Dawn Keenan, Program Manager, New Brunswick - joins by teleconference</i>  <i>Mr. David Stokes, HSIMS</i></p>		
<b>PARTICIPANTS</b>	Dr. Carrie Ferguson, Dr. Joe Lockyer, Dr. Craig Stone, Dr. MaryJane Smith, Dr. Jennifer Leonard, Dr. Chris Patey, Dr. Tom Laughlin, Dr. Jennifer Harris, Dr. Rose Mengual, Ms. Carla Peddle, Dr. Lyn Power, Ms. Sally Ackerman, Dr. Jason Chan, Ms. Verna McInnis, Dr. Don McKay, Mr. Dave Stokes, Dr. Keegan Au, Ms. Diana Deacon, Ms. Flaherty-Woodland, Ms. Lisa Russell		
<b>GUESTS</b>	Ms. Katrin Zipperlen		
<b>REGRETS</b>	Dr. Sahar Iqbal, Dr. Jasbir Gill, Ms. Melissa Dunnett, Ms. Chelsea Ash		
<b>AGENDA</b>	<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
#2 THE AGENDA	<ul style="list-style-type: none"> <li>Item 1 and 2</li> </ul> Call to order and Agenda	While awaiting quorum, Dr. McKay’s item was discussed, noted below. Agenda approved without additions.	<b>Agenda approved unanimously.</b> Moved: Dr. Leonard Seconded: Dr. Lockyer

<p>#3 APPROVAL OF MINUTES: Jan 19/2017</p>	<ul style="list-style-type: none"> <li>Item 3 Minutes</li> </ul>	<ul style="list-style-type: none"> <li>Minutes from November 17, 2016 approved. (December meeting cancelled)</li> </ul>	<p><b>Minutes Approved</b> Moved: Dr. Laughlin, Seconded: Dr. Ferguson</p>
<p>#4 PRESENTATIONS</p>	<ul style="list-style-type: none"> <li>Item 4.1</li> <li>NB Update – LIC in NB</li> <li>PEI Update</li> </ul>	<ul style="list-style-type: none"> <li>Dr. Laughlin reported that there is now funding for faculty and admin, a .5 in Moncton starting next year, a .1 faculty person this spring, a .1 faculty person in Fredericton, and the last .5, the following year. In 2018, there will be two LICs in Moncton, in 2019 there is the opportunity for three in Fredericton.</li> <li>An LIC Implementation Committee was proposed.</li> <li>PEI reported there will be a .5 position starting in Summerside.</li> </ul>	
<p>#5 BUSINESS ARISING</p>	<ul style="list-style-type: none"> <li>Item 5.1 MSPR Revision</li> </ul>	<ul style="list-style-type: none"> <li>All disciplines report assessments differently, thus MSPR could use more consistency.</li> <li>We are first Canadian school using EPAs, 13 US schools already do.</li> <li>We need meetings to make recommendations, such as: all EPAs aren't assessed in all blocks, there was a general agreement with this approach.</li> <li>Proposed that we establish a working group with respect to revising MSPR.</li> </ul>	<p><b>Action item:</b> Proposed Working Group for Revising MSPR: Moved: Dr. Lockyer, Seconded: Dr. Smith</p>
	<ul style="list-style-type: none"> <li>Item 5.2 Accreditation Report</li> </ul>	<ul style="list-style-type: none"> <li>On track.</li> <li>Element 6.2 Prescribed Clinical experiences – 100% in all rotations, doing well in clinical experiences in general.</li> </ul>	
	<ul style="list-style-type: none"> <li>Item 5.3 Fac development EPAs</li> </ul>	<p>Dr. McCarthy updated on Mr. Shorlin's work.</p> <p>Dr. Laughlin asked for a copy of materials being sent out.</p>	<p><b>Action item:</b> Dr. McCarthy to meet with Steve Shorlin to engage with CDCs' plan to fit development to discipline.</p>
	<ul style="list-style-type: none"> <li>Item 5.4 EM Exam</li> </ul>	<p>Some challenges with exam last year.</p>	<p><b>Action item:</b> Ms. Flaherty-Woodland to check with Class re: timing of exam.</p>

	<ul style="list-style-type: none"> <li>Item 5.5 Clinic Card App update</li> </ul>	<p>Starting Feb 20, will have to use 2 apps, T-Res and T-Res 2, making a video, keep cards for back-up.</p> <p>Both preceptor and student will need cell phones.</p> <p>NB queried if they would be involved in pilot.</p>	
#6 NEW BUSINESS	<ul style="list-style-type: none"> <li>Item 6.1 Storm Policy and Emerg and On-Call shifts</li> </ul>	<p>Decided that in Emerg, if a shift is missed, clerk would have to reschedule, on call is at the discretion of CDC. Peds Emerg would also have to reschedule if missed. Currently clerks are expected to report during storm closures for on-call and shift work unless personal safety is compromised.</p>	
	<ul style="list-style-type: none"> <li>Item 6.2 Phase 4 Med 8750 (Practice C.) revised Assessment Plan</li> </ul>	<p>Ms. Deacon reported on plan that was discussed with Dr. Ramlackhansingh and Dr. Iqbal.</p>	<p><b>Action item:</b> Motion that Phase 4 Revised Assessment Plan be accepted. Moved: Dr. Lockyer, Seconded: Dr. Au. Will now go to UGMS.</p>
	<ul style="list-style-type: none"> <li>Item 6.3 House-keeping Review of KIV (the continuing items at bottom of agenda)</li> </ul>	<p>All KIV (Kept in View) were eliminated.</p>	
#7 STANDING ITEMS	<ul style="list-style-type: none"> <li>Item 7.1 Student Reports</li> </ul>	<ul style="list-style-type: none"> <li>Ms. Ash reported that many schools offer interview prep for CaRMS tour.</li> <li>Clarification on NBME failure - not a fail of the rotation, no remediation or re-write, but it is one of the criteria for discussion during EPA Progress meetings. Onus is on the student to contact the CDC.</li> </ul>	<p><b>Action item:</b> Dr. Au will bring interview prep query to the next CAG meeting in May.</p>
ADJOURNMENT		<ul style="list-style-type: none"> <li>Next Meeting: February 16, 2017</li> </ul>	