

Phase 4 Clerkship Committee Meeting		DATE	January 21, 2016
		ROOM	M2M240
CHAIR	Dr. Katherine Stringer		
MINUTE TAKER	Ms. Sandy Williamson		
MEMBERS: 2015 - 2016	<p><i>Dr. Katherine Stringer, Clerkship Coordinator</i> <i>Dr. Norah Duggan, Acting Clerkship Coordinator (outgoing)</i> <i>Dr. Tina Delaney, CDC Obstetrics/Gynecology</i> <i>Dr. Jatin Morkar, 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. David Jones, Selectives Coordinator (outgoing)</i> <i>Dr. Chris Patey, Selectives Coordinator (incoming)</i> <i>Dr. Keegan Au, Electives Coordinator</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 teleconference</i> <i>Dr. Shannon Curtis, Undergraduate Coordinator PEI - joins by teleconference</i> <i>Ms. Carrie Barlow, Clerkship Coordinator PEI - 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>Mr. David Jerome, student rep, class of 2016</i> <i>Ms. Chelsea Ash, student rep, class of 2017</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. Angeles Damil, Administrative Coordinator, New Brunswick - joins by teleconference</i> <i>Ms. Dawn Keenan, Program Manager, New Brunswick - joins by teleconference</i> <i>Mr. David Stokes, HSIMS</i></p>		
PARTICIPANTS	<p>Dr. Katherine Stringer, Dr. Norah Duggan, Dr. Jatin Morkar, Dr. Craig Stone, Dr. Jasbir Gill, Dr. MaryJane Smith, Dr. Tina Delaney, Dr. Jennifer Leonard, Dr. Rose Mengual, Dr. Don McKay, Ms. Carla Peddle, Dr. David Jones, Dr. Keegan Au, Dr. Jennifer Harris, Ms. Chelsea Ash, Dr. Lyn Power, Dr. Chris Patey, Mr. Dave Stokes Dr. Shannon Curtis/ (by teleconference)</p>		
GUESTS	Ms. Katrin Zipperlen		
REGRETS	Dr. Tom Laughlin, Ms. Angeles Damil, Mr. Dave Jerome, Ms. Sally Ackerman		
MINUTES			

AGENDA	ITEM	DISCUSSION	ACTION
#2 THE AGENDA	<ul style="list-style-type: none"> Item 1 and 2 Call to order and Agenda 	<p>Agenda approved. Intro to new members: Dr. Chris Patey new Selectives Coordinator as of February, Mr. David Stokes, HSIMS, and Dr. Jennifer Harris, Discipline of Anesthesia. Thanks to Dr. Norah Duggan for her work as Acting Clerkship Coordinator during Dr. Stringer's sabbatical.</p>	<p>Agenda approved Moved: Dr. Smith Seconded: Dr. Leonard</p>
#3 APPROVAL OF MINUTES: Jan. 21/2016	<ul style="list-style-type: none"> Item 3 Minutes 	<ul style="list-style-type: none"> Minutes from December 17, 2015 approved. 	<p>Minutes Approved Moved: Dr. Smith Seconded: Dr. Leonard</p>
#4 PRESENTATIONS	<ul style="list-style-type: none"> Item 4.1, NB Update MedEd Forum, St. John's visit Items 4.2, PEI Update 	<ul style="list-style-type: none"> MedEd forum in Moncton April 5, 6 and 7, UGME representatives will be Dr. Stringer, Dr. McKay, Dr. Duggan, and Dr. Power. NB team to arrive January 25th for a two day visit. Faculty appointments being sorted. Question re: student coverage, first year students. For medical legal coverage any students need to be on an approved MUN course (eg community visits/shadowing.) If not officially approved, the student is not covered. Next meeting will be Dr. Curtis' last before going on leave, Dr. Jason Chan will take over in March. 	
#5 BUSINESS ARISING	<ul style="list-style-type: none"> Item 5.1 Phase 4 Clerkship Orientation 	<ul style="list-style-type: none"> Will happen January 26 5:30 – 7 pm. 10 minutes per presentation. Ms. Chelsea Ash and clerks from Class of 2016 to come to answer questions for the Class of 2018. 	<p>Action Items: CDCs to forward presentations to Sandy.</p>
	<ul style="list-style-type: none"> Item 5.2 Accreditation Report 	<ul style="list-style-type: none"> Ms. Katrin Zipperlen reported on ED 27, 30, 31, we are doing well in these standards. Ms. Sandy Williamson gave an update on current Final Assessments that are due. 	

	<ul style="list-style-type: none"> Item 5.3 Update – EPA Progress database and Monitoring 	<ul style="list-style-type: none"> Dr. McKay presented Medical Council of Canada’s draft EPAs. EPA Progress Monitoring meeting will occur in April, at least six weeks after end of all rotations that end February 21. 	
	<ul style="list-style-type: none"> Item 5.4 Faculty development 	<ul style="list-style-type: none"> Need for shorter presentations, Dr. Stringer to meet with MESC and OPD. Dr. McKay’s presentation is available to CDCs. Dr. Stringer’s presentation is on PDCS website. Dr. Patey (incoming Selective Coordinator) presented a one-pager for faculty development based on a typical four years in the curricular life of a med student. 	<p>Action items:</p> <p>Katrin Zipperlen to connect with Dr. Patey to come up with more versions of one-pagers.</p>
	<ul style="list-style-type: none"> Item 5.5 Selectives Class of 2017 	<ul style="list-style-type: none"> Dr. Jones (outgoing selectives coordinator) presented that: There will be an option for a Rural EM and Rural Anesthesia, as well as a combined rural EM/Anesthesia (Acute Care), would be 4 consecutive weeks. Working on a list of new non-core selectives. If clerk wasn’t exposed to a medical subspecialty during core, they can do it as a non-core selective. Chelsea Ash to pass this on to the students. 	<p>Action item:</p> <p>Ms. Ash to inform Class of 2017 after Selective/Elective Presentation on the 28th that non-core selectives will include anything non-surgical that was not covered in core, with disclaimer that they will be approved subject to being reviewed by EPAs assessed.</p>
	<ul style="list-style-type: none"> Item 5.6 Electives Class of 2017 	<ul style="list-style-type: none"> Dr. Au presented the elective ITAR for review, there are no minimum numbers, all 13 EPAs are on each form with a not applicable box, overall comments to be included only, not for each EPA. Criteria for low flags discussed. 	
#6 NEW BUSINESS	<ul style="list-style-type: none"> Item 6.1 Half Days at a Distance 	<ul style="list-style-type: none"> Dr. Smith reported on frustration with Half Days. Schools are moving away from them. NB Peds students will be given onsite Academic Half Days by Peds preceptor and not connect online. Objectives have been sent to the preceptor to ensure comparability. Dave Stokes offered to help with video-conferencing to improve Half Days for NB students for other rotations. 	<p>Action item: Sandy to ensure Dr. Smith meets with Dr. McGibbon and Dr. Laughlin when they are in St. John’s.</p>

	<ul style="list-style-type: none"> Item 6.2 Pediatrics Moncton 	Dr. Smith to meet with Dr. McGibbon to discuss Moncton as a site for Pediatrics in NB.	
	<ul style="list-style-type: none"> Item 6.3 Practice Continuum Update 	Dr. Stringer will connect with Dave Stokes and Dr. Iqbal re: Practice Continuum.	
	<ul style="list-style-type: none"> Item 6.4 Advanced Procedural Competencies Update 	Dr. Leonard presented on need for equipment for Advanced Procedural Competencies, coordinating with Chair of Phase 4 Prep.	
#7 STANDING ITEMS	<ul style="list-style-type: none"> Item 7.1 Medical Student Reports 	<ul style="list-style-type: none"> Ms. Ash said the students are giving feedback on integrated anesthesia and EM, are not keen on the “integrated” aspect, and would like to voice their concerns. She will solicit some specific input from colleagues anonymously. Dr. Mengual suggested there be education on the benefits of integrated learning. Dr. Stringer to follow up re: How far will students have to travel to write the NBME. Chelsea to ask students to submit clinic cards and emerg cards. Discussion re: evaluation for anesthesia, Dr. Harris to touch base with Gerona McGrath at MESC. Dr. Mengual will be meeting with all core students for EM mid-point review. Question re: the portal - students not sure how to enter integrated rotations. 	<p>Action items:</p> <p>Dr. Stringer to follow up re: How far will students have to travel to write the NBME.</p> <p>Ms. Chelsea Ash to ask students to submit clinic cards and emerg cards. Also to solicit anonymous feedback re: integrated rotations.</p> <p>Dr. Harris to touch base with Gerona McGrath re: anesthesia evaluations.</p> <p>Dr. McKay to e-mail re: length of integrated rotations for input in portal.</p>
ADJOURNMENT		<ul style="list-style-type: none"> Next Meeting: February 18, 2016 	