

Phase 4 Clerkship Committee Meeting		DATE	June 30, 2016
		ROOM	M2M240
CHAIR	Dr. Katherine Stringer		
MINUTE TAKER	Ms. Sandy Williamson		
MEMBERS: 2015 - 2016	<p><i>Dr. Katherine Stringer, Clerkship Coordinator (outgoing)</i> <i>Dr. Jason McCarthy, Clerkship Coordinator/Phase 4 Lead (incoming)</i> <i>Dr. Tina Delaney, CDC Obstetrics/Gynecology (outgoing)</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. Chris Patey, Selectives Coordinator</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. Jason Chan, Undergraduate Coordinator PEI - joins by teleconference</i> <i>Ms. Carrie Barlow, Clerkship Coordinator PEI - joins by teleconference</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 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	Dr. Craig Stone, Dr. MaryJane Smith, Dr. Tina Delaney, Dr. Don McKay, Dr. Chris Patey, Ms. Carla Peddle, Ms. Chelsea Ash, Dr. Jennifer Harris, Ms. Melissa Dunnett, Mr. Dave Stokes, Dr. Lyn Power, Dr. Jasbir Gill, Dr. Rose Mengual		
GUESTS	Ms. Gerona McGrath, Ms. Diana Deacon, Ms. Katrin Zipperlen		
REGRETS	Dr. Jatin Morkar, Dr. Tom Laughlin, Ms. Carrie Barlow, Dr. Jason Chan, Ms. Angeles Damil, Dr. Jennifer Leonard, Ms. Sally Ackerman, Dr. Sahar Iqbal		
AGENDA	ITEM	DISCUSSION	ACTION
#2 THE AGENDA	<ul style="list-style-type: none"> Item 1 and 2 Call to order and Agenda	Agenda approved, with acknowledgement that no date had been set yet for NB/PEI visit in fall, that there will be no ACLS in APC, none opposed, and the meeting with anesthesia had yet to occur. Dr. Jason McCarthy, incoming Clerkship Coordinator introduced as meeting progressed.	Agenda approved None opposed.

#3 APPROVAL OF MINUTES: June 30/2016	<ul style="list-style-type: none"> Item 3 Minutes 	<ul style="list-style-type: none"> Minutes from May 19, 2016 approved. 	<p>Minutes Approved Moved: Dr. Mengual, Seconded: Dr. Smith</p>
#4 PRESENTATIONS	<ul style="list-style-type: none"> Item 4.1, NB Update Item 4.2, PEI Update 	<p>NB:</p> <ul style="list-style-type: none"> NB delegates planning trip to Memorial Aug 30 to Sept 1. Terms of reference have been finalized. Dr. Stringer’s report from meeting with NB culminated in a fruitful discussion with the prospect of a combined LIC in Moncton in 2017. <p>PEI: No update. Ms. Barlow to be on leave, with replacement.</p>	
#5 BUSINESS ARISING	<ul style="list-style-type: none"> Item 5.1 Accreditation Report 	<ul style="list-style-type: none"> Ms. Williamson reported there had been some late evaluations. It was decided that NB reps be added to Reminder e-mails at 4 weeks from end of rotation. Also Sandy to remind APAs about gravity of deadlines. Possibility of deadline dates to be added in subject line of One45 e-mails. 	
	<ul style="list-style-type: none"> Item 5.2 Clinic Card App 	<ul style="list-style-type: none"> Should be up and running for August. A discussion followed a presentation by Dr. McKay on the language of Entrustable and Pre-entrustable, with general approval from Committee regarding the new “feeling” statements that are less suggestive of judgement. Self-evaluation was also proposed by one member. 	
	<ul style="list-style-type: none"> Item 5.3 EM Exam 	<ul style="list-style-type: none"> Will be Friday, July 8 12:30/1:00, with no call after 5 pm the day before, and duty hours preceding being a maximum of 4 hours, and no later than 11. None opposed. 	
#6 NEW BUSINESS	<ul style="list-style-type: none"> Item 6.1 	<ul style="list-style-type: none"> None. 	
#7 STANDING ITEMS	<ul style="list-style-type: none"> Item 7.1 Student Reports 	<ul style="list-style-type: none"> Ms. Ash said any concerns had been addressed during course of meeting. 	
ADJOURNMENT		<ul style="list-style-type: none"> Appreciation was expressed for the work of Dr. Stringer as Chair and Phase Lead, as well as to Dr. Delaney for her work as CDC of Obstetrics. Next Meeting: July 21, 2016 	