

Phase 4 Clerkship Committee Meeting		DATE	March 17, 2016
		ROOM	M2M240
CHAIR	Dr. Katherine Stringer		
MINUTE TAKER	Ms. Sandy Williamson		
MEMBERS: 2015 - 2016	<i>Dr. Katherine Stringer, Clerkship Coordinator</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. 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>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>		
PARTICIPANTS	Dr. Katherine Stringer, Dr. Jatin Morkar, Dr. Craig Stone, Dr. MaryJane Smith, Dr. Tina Delaney, Dr. Rose Mengual, Dr. Don McKay, Dr. Keegan Au, Dr. Tom Laughlin, Dr. Chris Patey, Mr. Dave Stokes, Ms. Carla Peddle, Ms. Carrie Barlow, Dr. Lyn Power, Ms. Chelsea Ash, Mr. Dave Jerome, Dr. Jason Chan		
GUESTS			
REGRETS	Ms. Angeles Damil, Dr. Jennifer Leonard, Dr. Sahar Iqbal		
MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
#2 THE AGENDA	<ul style="list-style-type: none"> Item 1 and 2 Call to order and Agenda	Agenda approved. Welcome to Dr. Chan, new PEI Rep.	Agenda approved Moved: Dr. Mengual Seconded: Dr. Smith

<p>#3 APPROVAL OF MINUTES: March 17/2016</p>	<ul style="list-style-type: none"> Item 3 Minutes 	<ul style="list-style-type: none"> Minutes from February 18, 2016 approved. Noted that Monitoring Meeting will now occur on April 21, not the 14th. 	<p>Minutes Approved Moved: Dr. Smith Seconded: Dr. Mengual</p>
<p>#4 PRESENTATIONS</p>	<ul style="list-style-type: none"> Item 4.1, NB Update Items 4.2, PEI Update 	<ul style="list-style-type: none"> NB: Melissa Dunnett new manager in Fredericton, Strategic Plan first on her agenda. MOU: Dr. Laughlin working on with Dr. McKay, looks like changes will work out well, will report back with revisions. MedEd April 5, 6 and 7: kitchen party night of the 6th, on the 5th discussions re: policy of LIC in Moncton for 2 students. Dr. Laughlin coming on the 24th to meet with Admissions, will be available in the AM, commends Admissions Committee. PEI: Lottery streams confirmed. For ortho there is a second surgeon on board. Ms. Barlow wants to plan agenda for site visit. Affiliation Agreement is progressing, Dr. McKay would like to see Dr. Wedge, who is coming to St. John's on the 24th. The agreement would pertain to hospital-based rotations longer than 6 weeks. 	
<p>#5 BUSINESS ARISING</p>	<ul style="list-style-type: none"> Item 5.1 Clinic Card App – T-Res 	<ul style="list-style-type: none"> Moving along. 	
	<ul style="list-style-type: none"> Item 5.2 Accreditation Report 	<ul style="list-style-type: none"> Sandy gave a quick update on mid-point returns. 	
	<ul style="list-style-type: none"> Item 5.3 Update – EPA Progress database and Monitoring 	<ul style="list-style-type: none"> Katrin Zipperlen getting everything together. Criteria for being discussed at Progress Meeting, not progressing as expected, and/or 2 or more failed NBMEs. A third of the Class will be discussed, more focused by 9 and 12 month marks. 	
	<ul style="list-style-type: none"> Item 5.4 Faculty development 	<ul style="list-style-type: none"> Watched 3 minute videos: lists didn't "pop out" of subsets, would like a green check mark for entrustable, coaching points can have pseudo hand-writing, positive coaching comments need to "pop out". Indirect supervision – say it twice, already happening but does not mean clerks are entrustable. Music too loud. Pre-entrustable "may". 	<p>Action items: CDCs to let Dr. Stringer know ideas for 3 minute videos.</p>

		<ul style="list-style-type: none"> • 2nd video: on clinic cards. Cannot select pre or entrustable if EPA has only been assessed once or twice. 2 cards with one EPA and substantiated comments needs fewer means of assessment of that EPA. Should we have discipline-specific videos? • Narrative feedback is the most important thing, people are interpreting entrustable differently. 	
	<ul style="list-style-type: none"> • Item 5.5 Practice Continuum Update 	<ul style="list-style-type: none"> • No update. Working on assessment now. 	
	<ul style="list-style-type: none"> • Item 5.6 Advanced Procedural Competencies Update 	<ul style="list-style-type: none"> • Need OSCE examiners. 	
	<ul style="list-style-type: none"> • Item 5.7 (added) S/Elective ITAR 	<ul style="list-style-type: none"> • Dr. Au joined the meeting and said number of EPAs would be narrowed down. 	
#6 NEW BUSINESS	<ul style="list-style-type: none"> • Item 6.1 Undergrad Curriculum One-pager 	<ul style="list-style-type: none"> • Dr. Patey presented a one-pager detailing the curriculum for an undergrad med student, May have to change a few specifics, can be used as a template, need to get it approved by UGMS. 	
#7 STANDING ITEMS	<ul style="list-style-type: none"> • Item 7.1 Medical Student Reports 	<ul style="list-style-type: none"> • Mr. Jerome asked if the ROMP portal is a potential site to be used, it has no application fees, Dr. Au to look into it. • A NB Rep to sit on Phase 4 Clerkship Committee? (Also implies PEI as well, and what would it mean for quorum? Corresponding members don't count against quorum but participate fully). • Ms. Ash brought up student interest in having EM as a block rotation. Integrated learning can be disruptive, not as noticeable with anesthesia. Next 3 minute video to be on Emerg, emphasize longitudinal approach. • Date for EM NBME, follow up with an e-mail. 	<p>Action items:</p> <p>Emerg Orientation for a separate day.</p> <p>Check into parking for Back to Basics.</p>
ADJOURNMENT		<ul style="list-style-type: none"> • Next Meeting: April 21, 2016 	