

Phase 4 Clerkship Committee Meeting		DATE	May 19, 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. 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>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. Jatin Morkar, Dr. Craig Stone, Dr. MaryJane Smith, Dr. Tina Delaney, Dr. Don McKay, Ms. Sally Ackerman, Dr. Chris Patey, Ms. Carla Peddle, Ms. Chelsea Ash, Dr. Jason Chan, Dr. Jennifer Harris, Ms. Melissa Dunnett, Dr. Jennifer Leonard		
GUESTS			
REGRETS	Dr. Jasbir Gill, Mr. Dave Stokes, Ms. Angeles Damil, Ms. Carrie Barlow		
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 an announcement that Dr. Stringer will be stepping down and going to Family Medicine as Chair, our Committee needs new Chair.	Agenda approved Moved: Dr. Delaney Seconded: Ms. Peddle
#3 APPROVAL OF MINUTES: May 19/2016	<ul style="list-style-type: none"> Item 3 Minutes	<ul style="list-style-type: none"> Minutes from April 21, 2016 approved. 	Minutes Approved Moved: Dr. Leonard, Seconded: Dr. Stone

<p>#4 PRESENTATIONS</p>	<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"> New NB Manager Melissa Dunnett was introduced, and is trying to finalize strategic plan, working on accreditation, faculty development. LIC Pilot in Moncton in 2017, working group includes Dr's Power, Stringer and Boulay, objectives need to be aligned for both universities, looking at assessment tools. Objectives will probably be the same additions to each other, but assessment systems different, a clinic card could fulfill both requirements. Dr. McKay announced that travel was approved for the year, keeping costs at a minimum, we need a date for the fall clerkship meeting in NB. This year two nights, Ms. Dunnett and Dr. Laughlin to help plan itinerary and travel around NB. (November is good, but October is better, likely late September or October) There is currently an NB faculty/Memorial faculty meeting once a month including students and residents. Suggestion for a Committee in St. John's to have NB student representation. Accreditation status report end of November, beginning of November FMS. <p>PEI:</p> <ul style="list-style-type: none"> Dr. Chan reported that early October or late October would be good for visit. Getting an extra admin person, looking for funding, through Health PEI. Dr. McKay added we've secured a .4 FT position for PEI. Dr. Chan looking at supplementing it. We need to hear back from Anesthesia in PEI, Dr. Chan will ask the Attending to contact Dr. Stringer. Memorial hopefully signing affiliation agreement today. 	<p>Action item: Sandy to talk to Angeles/Melissa and Carrie re: dates for fall visit.</p> <p>Members to let Sandy know if they will go on fall visit to NB and PEI.</p>
<p>#5 BUSINESS ARISING</p>	<ul style="list-style-type: none"> Item 5.1 Accreditation Report 	<ul style="list-style-type: none"> Ms. Williamson reported that it became apparent that we need to put reminders in place for anesthesia and EM. Ms. Ackerman reminded CDCs about objectives and mapping. 	
	<ul style="list-style-type: none"> Item 5.2 S/Elective ITAR New Revisions 	<ul style="list-style-type: none"> Committee voted in favour of revisions. 	<p>S/Elective ITAR presented and approved: Moved :Dr. Delaney Seconded: Dr. Morkar</p>

	<ul style="list-style-type: none"> Item 5.3 Advanced Procedural Competencies 	<ul style="list-style-type: none"> Dr. Leonard reported that Advanced Procedural Competencies (the former Back to Basics) is a revamped version of the previous course, with no lectures next year, but still with ACLS and an OSCE, and including prescription writing. All but 3 hours of lectures have been eliminated, and there will be a research presentation day. There will also be assessment of competency in the mandatory procedures. Placing of urinary catheter as a procedure was discussed, as well as NGs, and the need for equipment to practice. Urinary catheter will be left on the list as mandatory but not formally assessed. Also, it was pointed out that pap smear is not a mandatory procedure, as it is impossible to get through Obstetrics without gaining exposure to this procedure. Documenting in T-Res is still encouraged, good to show the repeated experience, though, for competency, once can at times be enough. Students are encouraged to try to get urinary catheter experience in Obs. BCLS will be done online. <p>Residents do ACLS at beginning of residency, do we still need to provide at the end of fourth year? Find out whether other universities are doing it, make a decision by next meeting.</p> <ul style="list-style-type: none"> The OSCE was discussed, and whether or not it should count, instead of being merely formative. 	
	<ul style="list-style-type: none"> Item 5.4 EPA Progress Meeting Update 	<ul style="list-style-type: none"> Dr. Stringer met with a number of students, meetings went well, however, the net that was cast may have been overly wide, and in addition some panic ensued among students, related to criteria. 	

		<ul style="list-style-type: none"> • Leave criteria as is, however all students may not need to be contacted. Ms. Ash said that for some it was information already known to them. 	
	<ul style="list-style-type: none"> • Item 5.5 Anesthesia 	<ul style="list-style-type: none"> • Some issues, in NB especially, Dr. Stringer to meet with Dr. Pridham and Dr. Harris. Clinical time doing Cases instead of Days may indicate exposure is too brief and spaced apart. 	<p>Action Item: Dr. Stringer to meet with Dr. Pridham and Dr. Harris re: anesthesia in core. Ms. Ash to come as well.</p>
	<ul style="list-style-type: none"> • Item 5.6 Clinic Card App 	<ul style="list-style-type: none"> • Need to revise clinic card for App, define pre-entrustable more, maybe don't use the word "supervision", have options for the level of supervision needed, add "progressing as expected" on card. 	
	<ul style="list-style-type: none"> • Item 5.7 EM Exam 	<ul style="list-style-type: none"> • Clerks do not have to work the weekend before an exam. Travelling to exam was discussed, clerks expected to be on service in the afternoon, exam will be 3 to 4 hours. 	
	<ul style="list-style-type: none"> • Item 5.8 Faculty Development 	<ul style="list-style-type: none"> • This item was deferred. 	
#6 NEW BUSINESS	<ul style="list-style-type: none"> • Item 6.1 Clerkship Awards 	<ul style="list-style-type: none"> • NBME is the only criteria left, leave decision to disciplines, or decide at progress meetings, were among the options discussed. 	
	<ul style="list-style-type: none"> • Item 6.2 Practice Continuum 	<ul style="list-style-type: none"> • Deferred. 	
	<ul style="list-style-type: none"> • Item 6.3 NBMEs in Clerkship 	<ul style="list-style-type: none"> • NBMEs, most schools don't use them, are their days numbered? 	
	<ul style="list-style-type: none"> • Item 6.4 Academic Half Days 	<ul style="list-style-type: none"> • Students can go back to wards after Academic Half Days are over. 	
#7 STANDING ITEMS	<ul style="list-style-type: none"> • Item 7.1 Medical Student Reports 	<ul style="list-style-type: none"> • Ms. Ash pointed out that there will be four days missed in July, due to the 2 EM shifts, and NBME as well as Canada Day. • Independent Projects was discussed, and whether there should be protected time for the two hours per month needed, wouldn't be taken away from clinical time. 	
ADJOURNMENT		<ul style="list-style-type: none"> • Next Meeting: June 30, 2016 (instead of June 16) 	