

Phase 4 Clerkship Committee Meeting		DATE	September 15, 2016
		ROOM	M2M240
CHAIR	Dr. Jason McCarthy		
MINUTE TAKER	Ms. Sandy Williamson		
MEMBERS: 2015 - 2016	<p><i>Dr. Jason McCarthy, Clerkship Coordinator/Phase 4 Lead</i> <i>Dr. Tina Delaney, CDC Obstetrics/Gynecology (outgoing)</i> <i>Dr. Carrie Ferguson, CDC Obstetrics/Gynecology (incoming)</i> <i>Dr. Jatin Morkar, CDC Internal Medicine (outgoing)</i> <i>Dr. Joe Lockyer, CDC Internal Medicine (incoming)</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 (outgoing)</i> <i>Ms. Verna McInnis, Clerkship Coordinator PEI - joins by teleconference (incoming)</i> <i>Ms. Melissa Dunnett, Manager, (New Brunswick) - joins by teleconference</i> <i>Dr. Donald McKay, Associate Dean, UGME</i> <i>Dr. Scott Maffatt, 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. Barb Muir, Medical Education Coordinator, New Brunswick - joins by teleconference</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. Carrie Ferguson, Dr. Tina Delaney, Dr. Joe Lockyer, Dr. Craig Stone, Dr. Jasbir Gill, Dr. MaryJane Smith, Dr. Keegan Au, Dr. Jennifer Leonard, Dr. Chris Patey, Dr. Tom Laughlin, Dr. Don McKay, Dr. Jennifer Harris, Mr. Dave Stokes, Dr. Scott Maffatt, Dr. Rose Mengual, Ms. Carla Peddle, Ms. Verna McInnis, Dr. Jason Chan, Dr. Lyn Power		
GUESTS	Ms. Diana Deacon, Ms. Gerona McGrath, Ms. Kristin Walsh, Mr. Mark Earle (Class of 2017 sitting in for Ms. Chelsea Ash)		
REGRETS	Dr. Sahar Iqbal, Ms. Angeles Damil, Ms. Melissa Dunnett, Dr. Angela McGibbon, Ms. Sally Ackerman, Ms. Barb Muir		
AGENDA	ITEM	DISCUSSION	ACTION
#2 THE AGENDA	<ul style="list-style-type: none"> Item 1 and 2 Call to order and Agenda	Agenda approved.	Agenda approved unanimously.

<p>#3 APPROVAL OF MINUTES: September 15/2016</p>	<ul style="list-style-type: none"> Item 3 Minutes 	<ul style="list-style-type: none"> Minutes from July 21, 2016 approved. 	<p>Minutes Approved Moved: Dr. Smith, Seconded: Dr. Leonard</p>
<p>#4 PRESENTATIONS</p>	<ul style="list-style-type: none"> Item 4.1 Clerkship 12 month Evaluation Summary Item 4.2 IPE project presented by Ms. Walsh Item 4.3 NB Update PEI Update 	<ul style="list-style-type: none"> Ms. McGrath: Usefulness of EPAs are still ranked lowest in students' perception of contribution to learning. Student rep present said EPAs do help to focus learning. Memorial University Provincial Interprofessional Education Project, Ms. Walsh welcomed faculty to connect for 20 minutes of time and complete a needs assessment survey as IPE is an important part of the curriculum. Dr. Laughlin gave a brief report on NB. Ms. McInnis gave a PEI report. 	
<p>#5 BUSINESS ARISING</p>	<ul style="list-style-type: none"> Item 5.1 Accreditation Report 	<ul style="list-style-type: none"> P2P objectives need to be on C-Blue. 	<p>Action item: Dr's McCarthy, Patey and Power to look into mapping objectives to EPAs.</p>
	<ul style="list-style-type: none"> Item 5.2 Clinic Card App 	<ul style="list-style-type: none"> HSIMS has a working Prototype. 	<p>Action Item: Get ready for roll out.</p>
	<ul style="list-style-type: none"> Item 5.3 New Language for Clinic Cards 	<ul style="list-style-type: none"> Motion for new language on Clinic Cards: <ul style="list-style-type: none"> I guided the student through much of this activity I provided corrective coaching tips on critical points during/after the activity The activity was successfully and independently completed by the student with coaching points that would be appropriate for a medical graduate. 	<p>New Language on Clinic Cards: Moved by Dr. Leonard, Seconded by Dr. Lockyer</p>

<p>#6 NEW BUSINESS</p>	<ul style="list-style-type: none"> Item 6.1 P2P Revised ITAR 	<p>Dr. McCarthy explained the rationale for changes to the P2P field note pad, and the ITAR was distributed and discussed. It was decided that language on all ITARS would change:</p> <p>Proposed Language for ITAR</p> <p>Describe the aspects of the expected behaviours for an entrustable learner this learner has achieved. (Comments may be quoted on the MSPR).</p> <p>Describe the coaching provided to help this learner become entrustable or further excel in this activity. (Comments may be quoted on the MSPR).</p>	<p>Action item: Language approved unanimously.</p>
<p>#7 STANDING ITEMS</p>	<ul style="list-style-type: none"> Item 7.1 Student Reports 	<ul style="list-style-type: none"> None presented. 	
<p>ADJOURNMENT</p>		<ul style="list-style-type: none"> Next Meeting: October 20, 2016 	