

Phase 4 Clerkship Committee Meeting			DATE	July 16, 2015
			ROOM	PDCS Room 5
CHAIR	Acting Chair Dr. Norah Duggan			
MINUTE TAKER	Ms. Sandy Williamson			
MEMBERS: 2014 - 2015	<i>Dr. Katherine Stringer, Clerkship Coordinator (outgoing - on sabbatical in September to January)</i> <i>Dr. Norah Duggan, Acting Clerkship Coordinator, (incoming)</i> <i>Dr. Jamie Farrell, CDC Medicine, outgoing</i> <i>Dr. Tina Delaney, CDC Obstetrics/Gynecology</i> <i>Dr. Craig Stone, CDC Surgery</i> <i>Dr. Jasbir Gill, CDC Psychiatry</i> <i>Dr. Lyn Power, CDC Rural Family Medicine</i> <i>Dr. MaryJane Smith, CDC, Pediatrics</i> <i>Dr. David Jones, 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>Ms. Carrie Barlow, Clerkship Coordinator PEI - joins by teleconference (incoming)</i> <i>Ms. Kathy MacLean, 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. Sahar Iqbal, Practice Continuum Course Chair MED 8750</i> <i>Ms. Carla Peddle, Acting 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>			
PARTICIPANTS	Dr. Jasbir Gill, Ms. Sally Ackerman, Dr. Don McKay, Dr. MaryJane Smith, Dr. Jennifer Leonard, Dr. Craig Stone, Ms. Angeles Damil (by teleconference), Dr. Rose Mengual, Ms. Kathy MacLean (by teleconference), Ms. Chelsea Ash, Dr. Norah Duggan, Dr. Tom Laughlin			
GUESTS	Ms. Alison Howley for Mr. David Jerome			
REGRETS				
MINUTES				
AGENDA	ITEM	DISCUSSION		ACTION
#2 ADDITIONS TO THE AGENDA	<ul style="list-style-type: none">Item #1 and #2 Agenda	Call to order, Dr. Smith and Dr. Stone moved and approved agenda. No additions to agenda.		Agenda approved. Moved: Dr. Smith Seconded: Dr. Stone

#3 APPROVAL OF MINUTES: July 16, 2015	<ul style="list-style-type: none"> Item #3 Minutes 	<ul style="list-style-type: none"> Minutes from July 16, 2015, approved. 	Minutes Approved Moved: Dr. Smith Seconded: Dr. Stone
#4 PRESENTATIONS	<ul style="list-style-type: none"> Item 4.1, 4.2, MUN-NB/PEI Update 	<ul style="list-style-type: none"> NB: Ms. Damil reported there are great meetings set up for the site visit October 14 and 15. PEI will be first, then a night in Moncton. PEI: Ms. MacLean reported there have been 8 faculty appointments recently and 8 in process. 	
#5 BUSINESS ARISING	<ul style="list-style-type: none"> Item 5.1 Accreditation Report 	<ul style="list-style-type: none"> Dr. McKay says to “stay the course”, the deadline for Final Eval completion is 4 weeks, 6 weeks max, Dr. McKay said once it reaches five weeks, it can be harrying, encourages the 4 week mark. 	
	<ul style="list-style-type: none"> Item 5.2 Phase 4 Update 	<ul style="list-style-type: none"> Emergency Medicine NBME was approved, timing issue has to be resolved, can be one week after the end of core (would take a week away from pre-CaRMS) or 4 weeks prior, do not want it to coincide with another NBMEs. Needs more logistical work. Students brought forward concerns. Uneven playing fields since some students will be doing more demanding rotations. Students excited about the Emergency component however. Agreed will likely have to accept an NBME. 4 weeks before the end of core most likely the date. EM is considered part of core now, so an NBME is appropriate. Suggestion for a pilot without an exam would detract from treating the rotation like a measurable discipline. Dr. Mengual thinks students will be successful; it will reinforce learning from other rotations. ITAR descriptors are great; there will be progress meetings at 6, 9 and 12 weeks, with criteria that will enable struggling students to receive attention early enough. Narrative feedback and weekly reports important. Faculty development to take place in October for site visit to NB and PEI, 	

		<p>and will send written material.</p> <ul style="list-style-type: none"> • Does "not observed" on clinic cards need clarification, if it is expected that it is observed, can be explained in narrative comments why it wasn't. • Cards with the EPAs for each discipline shaded were proposed. • A discussion ensued about whether the term pre-entrustable and entrustable as terms on the ITAR would be better than "I do not yet trust", which is more subjective. Could have "This student is entrustable" or "This student's status with respect to this EPA is either pre-entrustable or entrustable" be appropriate? Hope to achieve with the global rating more context as there are no "gradations" of "entrustable". • Dr. Laughlin suggested that assessment should stimulate learning. • An app of the 13 EPAs was proposed. • A card with all narrative comments was proposed, but then was countered that seeing "pre-entrustable" on card would likely make the student ask for feedback. • Dr. Stringer's presentation to Pediatrics on August 4 will be enlarged to invite all faculty. • Dr. McKay said there could be monthly presentations to Faculty Council. • A Communication Plan is necessary. 	
#6 NEW BUSINESS	<ul style="list-style-type: none"> • Item 6.1 Pediatrics – Teaching on 5NB 	<ul style="list-style-type: none"> • There are up to 4 clerks at a time. 	<p>Action item: Dr. Smith to write Dr. McKay who will approach Dr. Vardy.</p>

	<ul style="list-style-type: none"> Item 6.2 Mandatory Procedures 	<ul style="list-style-type: none"> Sandy to compare old and new Mandatory Procedures Card. 	Action item: Sandy to send Class of 2016 and Class of 2017 e-mail re: new card.
	<ul style="list-style-type: none"> Item 6.3 Role of Selectives 	<ul style="list-style-type: none"> Deferred 	
	<ul style="list-style-type: none"> Item 6.4 Electives, double-booking 	<ul style="list-style-type: none"> Already referred to at last meeting to remind faculty about accepting electives without UGME approval. 	Action item: Dr. McKay to remind faculty about accepting electives without UGME approval.
	<ul style="list-style-type: none"> Item 6.5 Practice Continuum 	<ul style="list-style-type: none"> Is happening. 	
	<ul style="list-style-type: none"> Item 6.6 Clinic Card 	<ul style="list-style-type: none"> New clinic card should be ready asap. 	
#7 STANDING ITEMS	<ul style="list-style-type: none"> Item 7.1 Medical Student Reports 	<ul style="list-style-type: none"> None to report. Will be sending an e-mail to the Class. 	
ADJOURNMENT		<ul style="list-style-type: none"> Next Meeting: August 20, 2015 	
Next Meeting		August 20, 2015	