

| Phase 4 Clerkship Committee Meeting | | DATE | June 18, 2015 |
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| | | ROOM | PDCS Room 5 |
| CHAIR | Dr. Katherine Stringer | | |
| MINUTE TAKER | Ms. Sandy Williamson | | |
| MEMBERS: 2014 - 2015 | <i>Dr. Katherine Stringer, Clerkship Coordinator</i> <i>Dr. Jamie Farrell, CDC Medicine</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. Todd Lambert, Assistant Dean, New Brunswick - joins by teleconference (outing)</i> <i>Dr. Tom Laughlin, Assistant Dean, New Brunswick - joins by teleconference (incoming)</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. Melody Marshall, 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. Kath Stringer, Dr. Jasbir Gill, Ms. Sally Ackerman, Dr. Don McKay, Dr. MaryJane Smith, Dr. Jennifer Leonard, Dr. Craig Stone, Dr. Power, Ms. Angeles Damil, Dr. Rose Mengual | | |
| GUESTS | Ms. Alison Howley for Mr. Dave Jerome, Dr. Qin Ying | | |
| REGRETS | Ms. Chelsea Ash, Mr. Dave Jerome, Dr. Scott Moffatt, Ms. Kathy MacLean, Ms. Carrie Barlow, Dr. Tom Laughlin, Dr. Tina Delaney | | |
| MINUTES | | | |
| AGENDA | ITEM | DISCUSSION | ACTION |
| #2 ADDITIONS TO THE AGENDA | <ul style="list-style-type: none">Item #1 and #2 Agenda | Call to order, welcome to Ds. Qin Ying, visiting from Tongji University School of Medicine, Shanghai. | |

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| | | <ul style="list-style-type: none"> No additions to agenda. Thanks to all for sending EPA choices to HSIMS. UGMS approved in principle the new ER and anesthesia shifts during core. Dr. Stringer taking sabbatical September to December, Dr. Norah Duggan will replace her for the duration as Clerkship Coordinator. | |
| #3 APPROVAL OF MINUTES: June 18, 2015 | <ul style="list-style-type: none"> Item #3 Minutes | <ul style="list-style-type: none"> Minutes from May 21, 2015, approved. | Minutes Approved Moved: Dr. Smith Seconded: Dr. Gill |
| #4 PRESENTATIONS | <ul style="list-style-type: none"> Item 4.1, 4.2, MUN-NB/PEI Update | <ul style="list-style-type: none"> NB: Effective July 1, Dr. Tom Laughlin new Assistant Dean in NB, (he is a family doctor, active in Dal, practiced “medical schools without walls”, has expertise in assessment). Director of Faculty Engagement will be announced soon. The site visit to NB and PEI will be October 14 and 15. PEI: No reps present. There is a new preceptor for P2P - Dr. Austin, Dr. Celliers still involved. | |
| #5 BUSINESS ARISING | <ul style="list-style-type: none"> Item 5.1 Accreditation Report | <ul style="list-style-type: none"> Compliant with all 31 accreditation standards – we have received full accreditation until our term ends, 2021. We will have to give status reports on 8 standards. Reminder: CDCs need to get objectives into C-Blue. We have to stay the course. Dr. McKay will write letter for any APAs that CDCs recommend for commendation. | |
| | <ul style="list-style-type: none"> Item 5.2 Phase 4 Update | <ul style="list-style-type: none"> (6.2 Mandatory Procedures): (Put “casting” on clinic cards (related to Surgery, Emerg and Family.) Some procedures just physical exams, there will be optional procedures under direct supervision only, versus “desirable”. Sandy to send e-mail to class and HSIMS once new card is done. New Mandatory and optional procedures card adopted. | Action item: Sandy to send e-mail to the Class once the mandatory procedures card is ready. New Mandatory and optional procedures card adopted: Moved: Dr. Leonard |

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| | | <ul style="list-style-type: none"> • EPAs have been approved by UGMS. • Number of failed NBMEs correlates with MCC failure = 3. This will be used to identify remediation needs in fourth year. • Non-core selectives, anesthesia and ER no longer options. In those students requiring remediation, one month of selectives will be used to focus on EPAs the student is weak in or in the discipline they had a problem in. • Phase 4/Clerkship Committee will decide if the student passes core. Remediation decided at progress meetings. Instead of pass or fail every rotation, students have a year to become “entrustable”. Need to be “entrustable “ for a majority of rotations – exact criteria still to be decided. New ITAR will have (1-10) Global assessment and rating scale, good for comparisons, (OSCEs have global rating scale). • Just problem cases come to Progress Committee. Discuss the lower 10% based on EPA’s global rating. EPAs should be front and centre. In principle, there was agreement that discussion would happen at this Committee. • There would be formative and summative ITARs completed by CDCs with the global rating. No global rating at mid-point. Summative only. • Frequency of progress meetings discussed: 4 times a year? • Criteria for discussion at progress meeting would be stricter than present. | Seconded: Dr. Stone |
| #6 NEW BUSINESS | <ul style="list-style-type: none"> • Item 6.1 CLIC Conference | <ul style="list-style-type: none"> • Dr. Power and Dr. Gill, Dr. McKay and the Dean going in October to North Carolina. | |

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| | <ul style="list-style-type: none"> Item 6.2 Mandatory Procedures | <ul style="list-style-type: none"> Already discussed. | |
| | <ul style="list-style-type: none"> Item 6.3 Role of Selectives | <ul style="list-style-type: none"> Deferred, possibility of an extra month due to anesthesia and ER being done in core, geriatrics selective may be a new option. | |
| | <ul style="list-style-type: none"> Item 6.4 Electives, double-booking | <ul style="list-style-type: none"> 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"> Dr. Stringer's document was briefly discussed. | |
| | <ul style="list-style-type: none"> Item 6.6 Clinic Card | <ul style="list-style-type: none"> New clinic card with EPAs approved, would also have casting on it. | New clinic card with EPAs approved: Moved: Dr. Leonard Seconded: Dr. Stone |
| | <ul style="list-style-type: none"> Item 6.6 Added | <ul style="list-style-type: none"> Scholarships after Core will be on Dean's letter. Dr.'s Duggan and Stone to go to Yukon to establish links and discuss viability of future rotations. | |
| #7 STANDING ITEMS | <ul style="list-style-type: none"> Item 7.1 Medical Student Reports | <ul style="list-style-type: none"> None to report. | |
| ADJOURNMENT | | <ul style="list-style-type: none"> Next Meeting: July 16, 2015 | |
| Next Meeting | | July 16, 2015 | |