

Phase 4 Clerkship Committee Meeting		DATE	August 20, 2015
		ROOM	PDCS Room 5
CHAIR	Acting Chair Dr. Norah Duggan		
MINUTE TAKER	Ms. Sandy Williamson		
MEMBERS: 2015 - 2016	<i>Dr. Katherine Stringer, Clerkship Coordinator (on sabbatical)</i> <i>Dr. Norah Duggan, Acting Clerkship Coordinator</i> <i>Dr. Tina Delaney, CDC Obstetrics/Gynecology</i> <i>Dr. Jamie Farrell, CDC Internal Medicine (outgoing)</i> <i>Dr. Jatin Morkar, 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. 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>Dr. Shannon Curtis, Undergraduate Coordinator PEI - joins by teleconference</i> <i>Ms. Carrie Barlow, Clerkship Coordinator PEI - joins by teleconference</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 (on sabbatical)</i> <i>Dr. Paul Dancey, Acting 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. Norah Duggan, Dr. Jasbir Gill, Dr. Lyn Power, Dr. Jatin Morkar, Dr. Shannon Curtis, Dr. Angela McGibbon, Ms. Sally Ackerman, Dr. Don McKay, Ms. Angeles Damil, Dr. Rose Mengual, Ms. Chelsea Ash, Mr. David Jerome		
GUESTS			
REGRETS	Dr. MaryJane Smith, Dr. Tina Delaney, Dr. Jennifer Leonard, Ms. Kathy MacLean, Dr. Tom Laughlin, Dr. Paul Dancey		

MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
#2 ADDITIONS TO THE AGENDA	<ul style="list-style-type: none"> Item #1 and #2 Agenda 	<p>Welcome to Dr. Morkar new CDC Internal Medicine, thanks to Dr. Farrell.</p> <p>Welcome also to Dr. Shannon Curtis, Undergraduate Coordinator PEI.</p> <p>Dr. Paul Dancey will be Acting Assistant Dean, Student Affairs while Dr. Moffatt is on sabbatical.</p> <p>No additions to agenda.</p> <p>Clerkship Committee Meetings will be in new room, M2M240.</p>	
#3 APPROVAL OF MINUTES: August 20, 2015	<ul style="list-style-type: none"> Item #3 Minutes 	<ul style="list-style-type: none"> No quorum for first part of meeting, later Minutes from July 16, 2015, approved. 	<p>Minutes Approved</p> <p>Moved: Dr. Gill</p> <p>Seconded: Ms. Ash</p>
#4 PRESENTATIONS	<ul style="list-style-type: none"> Item 4.1 Introductions, covered at beginning of meeting Items 4.2, 4.3, 4.4 MUN-NB/PEI Update and site visit update October 14-15 	<ul style="list-style-type: none"> NB: Dr. McGibbon gave an update on accommodations, statistics in the works, the new Assistant Dean who is eager to be involved, and asks how anesthesia and ER are going to work. PEI: Dr. Curtis mentioned that details of site visit need to be worked out. Faculty appointments in PEI - if still in process at time of rotation are okay. Students want more rotations in PEI. Site visit – draft agenda: after Fredericton on to Saint John, will have to thank Dr. Laughlin for supper invite but no time. All day on the 15th in NB, to be accompanied by Dr.'s Laughlin and McGibbon, if possible. Airplane out of Fredericton. Dr. Duggan to touch base with Dr. Curtis, Dr. McKay to touch base with Ms. Damil. 	<p>Action item:</p> <p>Dr. Duggan to touch base with Dr. Curtis, Dr. McKay to touch base with Ms. Damil.</p>
#5 BUSINESS ARISING	<ul style="list-style-type: none"> Item 5.1 Accreditation Report 	<ul style="list-style-type: none"> Dr. McKay says continue to “stay the course”. 	

	<ul style="list-style-type: none"> Item 5.2, 5.3, 5.4 Phase 4 Update <p>ITARS, Clinic Cards</p> <p>EM NBME</p> <p>Faculty Development</p>	<ul style="list-style-type: none"> ITARS will look the same if summative or formative. One option at end of ITARS is a statement “progressing as expected”, or “not progressing as expected”. Students might feel like they “fail” if “not progressing”. Work on language. Get e-mail approval from Committee. ITARS linked to discipline-specific pdf’s. If a student fails an NBME, won’t repeat a rotation, the whole year is one course; for Class of 2016 we are talking about remediation, for the Class of 2017 it is “promoting”, “repeating” or “withdrawing”. Clinic cards and ITARS still not finalized. Dr. McKay showed a Power Point tutorial on the clinic cards. A student can request that they be assessed on a certain EPA. Requesting feedback is a good skill and is encouraged. Programmatic Assessment, we will be the first Med School in Canada to do it. Emergency: APA Joanne Doyle is communicating with APA’s of the core disciplines; exception is RFM, no scheduling. Clinic cards: students responsible for submitting prior to 6 months mid-point with Dr. Mengual. ER NBME: Failures cannot be more than 2.5% of the Class, maximum of 3 could fail. MUN-specific pass/fail mark, how to determine? Or for the first 2 years not on the MSPR? Will still contribute to their grade. Students all writing the same exam. Maybe not a pass or fail but an average. Not allowed to be on call the night before. NBME to be held 4 weeks before the end of the last rotation of Core, received the approval of the student reps present. Student reps acknowledged that the timing of the NBME was the best of the options presented. 	<p>Action item:</p> <p>Dr. Duggan to get e-mailed approval re: final draft of ITARS.</p>
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	<ul style="list-style-type: none">• Item 5.5 Mandatory Procedures	Deferred.	
	<ul style="list-style-type: none">• Item 5.6 Practice Continuum Course	Deferred.	
#6 NEW BUSINESS	None to report.		
#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: September 17, 2015	
Next Meeting		September 17, 2015	