



**FAMILY MEDICINE POSTGRADUATE EDUCATION PROGRAM
RESIDENT LEARNING SUPPORT LEAD**

Date Created: December 2024

Revision Date:

Estimated time requirement: 2.5 hours per week (0.05 AMHSP)

OVERVIEW

The Resident Learning Support Lead for the Department of Family Medicine (DFM) of the University of Calgary is responsible for the support and management of residents on remediation and probation. This role provides support to the Postgraduate Director, Associate Postgraduate Director, Division Directors, and Rural Site Directors.

The responsibilities include feedback, coaching, mentorship, and management for residents on remediation/probation in the Calgary and Rural Residency Programs, and support in developing Focused Learning Plans in Calgary, Rural and Enhanced Skills Residency Programs. The Resident Learning Support Lead will be accountable to and report to the Postgraduate Director.

DUTIES AND RESPONSIBILITIES

1. Ensure the quality of residency training meets the standards for accreditation as set by the College of Family Physicians of Canada, including:
 - a. Formal remediation documentation
 - b. Safety of resident learning environment while on remediation
 - c. Remediation processes
 - d. Support for teachers regarding resident remediation processes
2. Communicate Residency Progress Subcommittee (RPS) decisions about remediation/probation to the residents.
3. Assist the Postgraduate Director in responding to appeals related to remediation/probation Decisions by the RPS.
4. Liaise with remediation support through the University of Calgary Postgraduate Medical Education (PGME) Office to develop remediation/probation plans and supporting educational opportunities.
5. Liaise with other Postgraduate Family Medicine Directors (Division, Site, Policies and Procedures, Curriculum, and Assessment) as needed.
6. Have an understanding and working knowledge of the University of Calgary's PGME and Postgraduate Family Medicine policies on evaluation, assessment, and remediation/probation.
7. With PGME and the DFM Postgraduate Director, Policies and Procedures, ensure all policies and procedures regarding remediation/probation are up to date and have been approved through the appropriate processes.
8. Ensure ongoing review of the design, development, implementation, and evaluation of remediation plans that will best prepare University of Calgary Family Medicine residents in difficulty for future roles as family physicians.
9. With the Postgraduate Director and Lead, Evaluation and Continuous Quality Improvement (CQI), review residency program data and outcomes related to remediation/probation on an annual basis to engage in CQI.

10. Provide support to the Postgraduate leadership team to deliver on all aspects of the Department of Family Medicine's residency program.
11. Fulfill other duties as may be assigned from time to time.

REQUIREMENTS

- Academic Appointment with the Department of Family Medicine
- Certificant of the College of Family Physicians of Canada
- Strong communication and interpersonal skills
- Leadership ability and experience
- Collaborative working style
- Working knowledge of the principles of adult learning and medical education
- Experience supporting remedial learners

MEETING ATTENDANCE

- Residency Program Subcommittee, 1.5 hours monthly plus time for corresponding document review
- Residency Program Committee, communicating member, attendance as needed
- Attend other meetings at the request of the Postgraduate Director on behalf of the Postgraduate Family Medicine Programs

TO APPLY:

Please submit your CV to Dr. Martina Barton, Postgraduate Director for Family Medicine at mbarton@ucalgary.ca no later than 5pm on Monday, March 31.

This role is open to community-based family physicians as well as those on the AMHSP. If you are on an AMHSP contract, please contact Dr. Carolyn Nowry (cenowry@ucalgary.ca) in addition to your submission to Dr. Barton so you can discuss potential contract changes.