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### Clerkship Committee (CC)

#### APPROVED

Tuesday December, 2021

12:30 pm to 2:30 pm

Meeting via Zoom

**Attendees:** Drs. K. Busche (chair), S. Bates, K. Darcus, G. Greenfield, A. Harvey, J. Haws, T. Jablonski, J. LaMothe, B. Meatherall, J. Midgley, C. Naugler, K. Nelson, R. Ram, S. Weeks, Mr. S. Bell, Ms. S. Leskosky, Ms. E. Lindquist, Mr. M. Paget, Ms. S. Tai, Ms. D. Jean (admin)

**Regrets:** Drs. S. Bannister, D. Fu, J. Desy, G. Gelfand, N. Hardcastle, W. Harris-Thompson, L. Hinz, F. Jivraj, N. Johnson, R. Kachra, A. Kassam, S. Lopushinsky, M. Louis, A. Mineyko, S. Mohan, J. Vantanajal, M. Walter, H. Yoon, Ms. S. George, Ms. L. Palmer

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#### 1. Welcome and Thanks

The meeting was conducted through Zoom and was called to order at 12:33 p.m. by Dr. K. Busche (Chair). Welcome to members and a brief overview of what the meeting would entail. Also welcomed Dr. Kayla Nelson who is the Evaluation Coordinator for Obstetrics and Gynecology and filling in today's meeting for Dr. Harris-Thompson.

#### 2. Approval of Meeting Agenda – Passed unanimously.

#### 3. Approval of Minutes from October 12, 2021 – Passed unanimously.

#### 4. Standing Updates

##### 4.1 Student Reports

Mr. Bell informed the committee that the Class of 2023 is currently in Course 7, which comes to an end before the holiday break. He noted that the class has enjoyed having in person sessions for their last couple courses, and that everyone is getting excited for Clerkship which starts in January. Mr. Bell also informed the committee that there was a meeting held the week before in regard to electives for Clerkship and scheduling and had good conversation about the electives booking process going forward into clerkship (and for future classes).

##### 4.2 Undergraduate Medical Education Committee

Dr. Naugler noted that the most recent meeting included discussion with regard to the RIME (Reimagining Medical Education) Curriculum and the committee voted to proceed with consultations and that it will be feasible to continue moving forward at this time.

Dr. Busche updated the committee about what the RIME Curriculum changes will provide and how the Pre-Clerkship education will be taught when these changes take place. He also noted that this will not directly impact or make changes to the Clerkship structure as it is today.

##### 4.3 Pre-Clerkship Committee Update

Dr. Weeks informed the committee the current schedule for the Class of 2023 which consists of Course 7 and after the Winter Break they go into ICP and Integrative then head into their Clerkship. The Class of 2024 schedule, she noted, that they are in the midst of quite a few exams, including AEBM, Anatomy and Course 2. Concluding the Course 2 completion, the students will head into their first Career Exploration week then the winter break. Dr. Weeks reminded the committee that these are not electives and just an observation for the pre-clerks to learn different specialties and disciplines. She noted that shadowing is back with the exception of Anesthesia which Dr. Darcus informed the committee that they are working on the timing for when students will be able to shadow in Anesthesia which is currently looking like January. Dr. Weeks' next update included that the EDI (Equity Diversity and Inclusion) Committee has been approved by UMEC and has a chair, with looking at having a full membership list in the coming months. This EDI committee has been created to review curriculum and exam for EDI components and ensuring examination for biases and correct use of demographic information in exams.

#### **4.4 Student Evaluation Committee Update**

Dr. Busche updated the committee on Dr. Desy's behalf. The update included the evaluation for CEL electives have been changed there will no longer be an ITER and is now a marked reflective essay to be done by the student on their final day of their CEL elective and will be used as their evaluation on the elective.

#### **4.5 PGME Update**

Dr. Busche informed the committee that Dr. Mineyko was not able to attend this meeting, and did not have any items to update the committee on.

### **5. Arising from the Minutes**

#### **5.1 Class 2023 Update**

Dr. Busche provided further information to the committee about what Mr. Bell talked about in the student update. He included that there is still no decision on visiting electives and the earliest would be June 2022 if it is decided upon to bring visiting electives back. Dr. Busche then further elaborated on some of the questions brought up about booking Clerkship electives in the meeting that was held with the students. Concerns included a wait list on a first come first serve, selection bias, competing concerns with current clerks, emails being sent to disciplines potentially earlier than what was the requirement, and communication between the SAW and UME offices had different information given as well. Dr. Busche discussed some of the key thoughts proposed in the meeting for electives bookings going forward. These options include having a centralized process like a lottery-type selection, student groups being divided into four and for each block of electives each group will have the opportunity to be favored in the selection, and randomizing email requests to give a fair chance to all that are applying to a certain elective as to have no bias treatment. Dr. Busche made note that the decision that will be made will take time moving forward to streamline a process that can work with everyone and is feasible for the UME staff.

#### **5.2 Clerkship Reports Checklist**

Dr. Busche updated the committee about the process for the Clerkship Reports as in previous years each Clerkship Director has put together a long written course report that was kept on file and then made that report into a presentation that the director would show at the meetings. Over the course of time the report has gone to just the presentation format, usually PowerPoint. Dr. Busche indicated he is in agreement with these changes as long as all report criteria are met in the presentation. There is a checklist provided for all directors to ensure this criteria is being met.

### **6. New Business**

#### **6.1 Clerkship Accommodations**

Dr. Busche updated the committee about accommodation requests that he gets for the Clerkship year. He noted that the students work with the SAS (Student Accessibility Services) Office, where the students are

assessed and decisions made through the director and then SAS will inform the UME of student accessibility issues. Dr. Busche indicated that each year sees more requests, and most are medical conditions prohibiting students from working to the best of their abilities. He indicated that each rotation has been able to work through these different challenges as most of the requests include adding more breaks and extending of a rotation to ensure each student is able to complete their required work and learning necessary to graduate. He notified the committee that there will be accommodations for some students in the next clerkship year. He finished by stating that these accommodations are demonstrating both the adaptability of our medical school and the inclusiveness as a program going forward.

## **6.2 Updating Clerkship Handbook and Core Documents**

Dr. Busche updated the committee that these documents are still in the same format, but a new Handbook will be coming at some point. He then informed the Clerkship Directors that they need to go through the handbook and the evaluations table must be reviewed and confirmed as accurate for must pass/complete objectives of their rotation and any feedback or changes to be submitted to Ms. Sibyl Tai by December 17<sup>th</sup>. He also noted that the Core Document should be updated for each rotation.

## **6.3 ITER Challenges**

Drs. Busche and Harvey addressed the current challenges that are being faced with Clerkship ITERs. There are situations where students are evaluated and the clerk feels that the comments in some way is not reflective of their performance in that rotation. Extreme examples include an evaluator using the wrong student's name or describing a situation which the clerk wasn't involved in. Dr. Busche described how these ITERs are used for the students' applications to CaRMS through the MSPR letters that are compiled of all their marks and comments. Dr. Busche informed the committee that these requests for comment changes do happen, and there is an MSPR committee comprised of members from the UME and SAW offices that come together and discuss the requested changes for each student. He acknowledged that there are criteria that must be followed for all types of student requests. Dr. Harvey indicated that there is currently a research project happening where they are looking at coding the language that is used to have a standard process for merit and non biased comments for ITERs. This process is still in early stages with the potential of no longer needing to have an MSPR committee to review these comments in coming years.

## **6.4 Flu-Shot Competition**

Dr. Weeks informed the committee that Michelle, the UME's Immunization Specialist, also reports the classes' influenza vaccination numbers. Dr. Weeks has proposed a chance of a competition between classes and/or faculty to get their flu shots to have some kind of prize for the group with the highest numbers. Something to think about this for next year, to bring some extra energy and fun back into learning.

## **6.5 Connect Care**

Dr. Busche gave an update to the committee about the Connect Care training that was postponed due to COVID. All clerks will complete this by May 2022, and each student will have to do some online learning on their own, followed by a half day of group learning. Clerks will be allotted a Friday afternoon each to complete the group learning. Students in the class of 2022 will not need to do this, as they will be completed their clinical work by the time that Connect Care is implemented.

# **7. Clerkship Reports**

## **7.1 Family Medicine**

Dr. Bates presented the Family Medicine Report to the committee. She went over the breakdown of the course and all the components and people that make up the rotation. She noted the overall feedback was quite positive. Dr. Bates introduced how the Family Medicine Clerkship Rotation is changing for the Class of 2023, they will include four weeks in a rural setting and four weeks in an urban setting, these rotations will not necessarily be continuous in a students' rotation schedule. Strengths that Dr. Bates noted was great

teaching including preceptors, residents, and allied health staff, the learning environment was noted to be safe and welcoming with lots of opportunities and exposure to different roles of family physicians. Areas for improvement that students indicated include the core document, the exam, exam objectives, patient load concerns were noted as well with phone visits not being as beneficial for learning, and different administrative issues that were mostly site specific including parking arrangements, accommodations, and scheduling. Dr. Bates discussed the plans to improve these by rotating exams, reviewing the core document, and having the new Family Medicine curriculum will be beneficial for more academic time.

**Proposal:** Dr. Busche proposed to accept the Family Medicine Clerkship Report as it was presented today.  
First: Dr. G. Greenfield  
Second: Mr. M. Paget  
All in favour.

Dr. Busche thanked everyone for attending and for their discussion. He wished the committee members a wonderful holiday season filled with relaxation and enjoyment. He reminded the committee that the next meeting will be held on Tuesday January 25<sup>th</sup> 2022 and Emergency Medicine and UCLIC will be presenting.

**Meeting adjourned @ 2:17 p.m.**

**Minutes by: Danielle Jean**

**Edited by: Dr. Kevin Busche**