



UNIVERSITY OF CALGARY

Clerkship Committee Meeting Minutes

APPROVED

Tuesday, January 22nd, 2019

Present: Drs. Kelly Albrecht, Susan Bannister, Ms. Kate Brockman, Ms. Yuan Burton, Kevin Busche, Sylvain Coderre, Melinda Davis, Gary Gelfand, Gavin Greenfield, Jolene Haws, Jeremy LaMothe, Shannon Leskosky, Emily Macphail, Suneina Mohan, Mr. Mike Paget, Rithesh Ram, Mike Slawnych, Ms. Sarah Smith, Ms. Sibyl Tai, Pamela Veale, Sonja Wicklum, Ian Wishart, (Ms. Lily Oakenfold, Admin Asst).

Regrets: Drs. Tim Ayas, Mr. Parhiv Amin, Ms. Na'ama Avitzur, Laurie-Ann Baker, Karl Darcus, Janeve Desy, David Fu, Adrian Harvey, Farah Jivraj, Nicole Johnson, Rahim Kachra, Martina Kelly, William Kennedy, Kathrynne Kenny, Michael Kwan, Irene Ma, Kevin McLaughlin, Artan Reso, Jimmy Vantanajal.

1. Welcome

Dr. Veale called the meeting to order @ 12:35 p.m. and everyone introduced themselves.

2. Approval of Meeting Agenda

The January 22nd, 2019 agenda was approved as circulated.

3. Approval of Minutes

The November 27, 2018 minutes were approved as circulated.

Moved by Dr. J. LaMothe seconded by Dr. M. Davis.

Unanimous approved.

4. Arising from Minutes – as noted below.

5. Standing updates:

a) Report from Student Reps: Ms. Brockman (Class of 2020) reported the students are getting ready for clerkship and noted some angst on the fees related to electives. Ms. Macphail noted there is some concern voiced by students in having only four days of LMCC preparation when other schools have more preparation time. Dr. Veale noted UME does not have control for the dates and timeline for LMCC. It was also noted there appears to be less interviews per student in CaRMS than before, but this is not proven. CaRMS does not provide data regarding student interview offers as these are not administered through CaRMS, but rather by individual programs. Other information is posted on the CaRMS website in relation to applications per discipline. It was noted that there is no checklist whether students receive a notice for an interview or not, from programs for the CaRMS interviews.

b) Other UME Committees – UMEC: Dr. Coderre reported that UMEC had approved an additional 4 weeks for clerkship, and announced that there is national agreement to cap the number of elective weeks. He noted there is agreement with all the UME schools to cap electives to 8 weeks in any single entry CaRMS discipline, beginning with the Class of 2021. This is a big win pedagogically for the UME program. It is not certain if this will affect the CaRMS match but should improve it. There are two details to this guideline: 1. there is a proviso that students can do a research elective which could be counted outside of the maximum 8 weeks, and 2. Due to logistics at two schools, Internal Medicine and Pediatric sub-specialties would be considered as CaRMS entry level programs (as there is R4 matches for these disciplines). For example, a student could do 8 weeks of IM, and 8 weeks of endocrinology, however, this doesn't appear to be the norm. Dr. Coderre noted that the home schools would monitor the student's choice of electives, as per their guidelines.

Ms. Macphail noted since the elective categories align with the CaRMS entry disciplines, could there be a level of oversight on a national level via the Portal. **Action: Dr. Veale indicated she would forward this to Dr. L. Baker, Clerkship Elective Director for the Class of 2021. PCC:** No report to date. **SEC:** They will be having their meeting this Friday. Dr. Veale noted and thanked Dr. S. Mohan who has volunteered to be the Clerkship representative on SEC.

6. Clerkship Report – Family Medicine: Dr. Wicklum presented the pre-circulated Annual Family Medicine Clerkship Report. It was noted that communication is difficult with students in rural areas through the adobe connect system. Mr. Paget noted that there should be provisions for a new tool for this communication process for the Class of 2021. Dr. Veale noted that she and Dr. Busche had a meeting with the Class of 2021 to note the upcoming changes to Family Medicine and other disciplines. Family Medicine will be impacted as they will increase their rotation to 8 weeks, 4 urban and 4 rural. Dr. Busche noted that the online admissions web note indicate students may be admitted and working in southern Alberta, not Calgary. This is emphasized at Orientation as well. It was suggested by Ms. Smith to include this in the admission interviews that are held with students. Dr. Veale thanked Dr. Wicklum for her work and presentation.

7. New Business

a) Student Ratings by Clerkship: Dr. Veale noted the pre-circulated slide on the student ratings by Clerkship up to 2018, which is pulled from the end-of-year survey and presented once/year to Clerkship. She noted that most are rated very good or better and this continues to remain stable. She noted that each clerkship also receives their own ratings/discipline.

b) Approval of Clerkship Student Handbook for the Class of 2020: As per the pre-circulated updates, Dr. Veale noted there are minimal changes for the Class of 2020. She asked members to remind students at each orientation to their rotation, to ensure they are made aware that the logbooks are back (re-developed) and must be completed as they are mandatory. It was suggested to add that a paragraph regarding formative examinations expectations be included in the handbook as:

“It is expected that students will utilize the formative examinations as an educational opportunity. When students appear to demonstrate minimal effort (scores near or below chance, minimal time spent completing the exam) it may be considered disrespectful of the educational process, which can be considered unprofessional -- particularly if this behaviour is noted repeatedly. Students that have unusually low scores may be contacted by the Clerkship Director or Assistant Dean, Clerkship and/or Associate Dean UME to discuss.” Dr. Veale noted this can be an expectation but is not in a policy document at this time.

Updates to the handbook include:

- UCLIC Peds/Surg 3 weeks each
- Logbook back for all students (mandatory)
- CaRMS prep day to be scheduled on a weekday
- Links updated for reappraisal and appeal processes
- Formative exams have same completion date but then reopen for interview (also include the above expectation for formative examinations)
- Update to deferral rules as per UC

It was moved to accept the updates to the Clerkship Handbook, as circulated, with the added amendment of the expectation for formative examinations, as noted above.

Moved by Ms. K. Brockman, seconded by Dr. J. Haws.

Dr. Veale noted this will be posted before the clerks begin their clerkship.

Ms. Macphail asked for clarification of the handbook if it was ever permitted for students to do electives during the winter break. Dr. Veale noted that students it is important for students to take their holidays for their well-being, however, there are rare circumstances where this is granted. As well, during the winter break, it is difficult to obtain a preceptor due to skeletal staffing at this time period.

c) Discussion of Class of 2021 Examinations and Decision-making: Dr. Veale noted the pre-circulated slides regarding examination with rotation reorganization for the Class of 2021, as noted. Topics she noted are; Where are we at; Next Step; Proposal; Implications; Examples; Some Issues.

There was discussion regarding the structure of exams which is to be at the end of a rotation of 8 weeks, for the MCQ exams. Dr. Veale noted that SEC was not receptive with the option of cumulative exams. The 8 week interval is based on administrative logistics as every 4 weeks is quite intense for UME staff. Dr. Veale summarized input from the clerkship programs and noted that most of them prefer to have an exam at the end of the second component, with the exception of Obstetrics & Gynecology, and Psychiatry. Two options are:

Option 1 – Schedule exams at end of all discipline components

Option 2 - In 2 sections following each discipline component.

Input: IM, FM, Surg, Peds prefer option 1. OG prefer option 2. Anes, EM not impacted.

Students indicated two concerns: 1. Writing more than one exam in one day (up to 3). 2. Writing an exam with a time gap from the end of the rotation. It was suggested that students could defer an exam, if they have more than 2 exams/day. Concern was noted whether students remain at their clinical rotation, if they do not write their exam, when the other students are doing so, or are they off that day. Mr. Paget suggested that if Emerg and Anes remain in 2 week blocks, this would alleviate 3 exams/day in the schedule.

Questions related to how the MSPR would look arose, and this will be discussed at a later date. It was noted that if a discipline has more than 4 weeks in a rotation, a formative must be provided, as per the accreditation guidelines. Dr. Coderre noted there has been discussions nationally on trying to agree on a template for the MSPR.

Dr. Veale will present the discussion to SEC on January 25 and include the points raised today.

d) Faculty List of Faculty Clerkship Awards and Faculty Appreciation Event: Dr. Veale noted that the students are including the clerkship awards for honorary and gold awards in their Faculty Appreciation Event scheduled for February 5th. These are being presented from the Goats (Class of 2018). She asked Clerkship Directors if they may be available on that evening to present the awards to their preceptors, and if so, to advise Ms. Shannon Leskosky. A list of recipients was distributed to the clerkship members. Ms. Macphail suggested posting this on the Goats FB page and Ms. Leskosky will send her the invitation.

e) Opioid Crisis: Dr. Veale asked if there is any new curriculum teaching regarding this crisis. Dr. Coderre noted that the AFMC recently asked this question and he replied there was no new processes in UME. He noted AFMC is in the process of creating a national curriculum on the use of opioids and it will be a useful resource. Members brought up different processes that are addressing this issue, at the PLC.

f) IPE – Looking for Opportunities in Clerkship: Dr. Wishart asked members to see if the clerks could collaborate with other students from allied health disciplines in an inter-professional process. He noted that IPE (Inter-professional Education) involves students from other disciplines working together with UME students. He suggested there could opportunities in Obs&Gyne, Psychiatry and Internal Medicine. He noted that from a SIM angle, for example, KidSIM, there is inter-professional collaboration nationally, and this model works very well on specific cases. It's best if utilizing standardized patients vs. a mechanical doll. Dr. Albrecht noted that Obs & Gyne have a full day formal block in April for every student, but is not sure how to organize having other allied health students involved. Dr. Davis, Anesthesia, also noted they have SIM practices but that it would be difficult to procure preceptors within the short 2 week rotation. Dr. Haws noted they have nurses and residents involved in Course 8 on Friday afternoons, but it may be difficult to procure other students from other disciplines on a Friday afternoon. Dr. Mohan noted they will be adding this multidisciplinary team for residents with standardized patients and they could add the students. Ms. Macphail noted the Student Run Clinic would be a good vehicle in running this type of multidisciplinary approach. Ms. Smith suggested that students possibly shadow an allied health student. Dr. Wicklum, Family Medicine also noted they encourage this but it is not formalized, as it is for the residents. Dr. Wishart thanked members for their time and will get in touch with the clerkship directors who have voiced interest.

g) UCLIC Remedial Decision-Making: Dr. Veale noted the current process for students in the event of academic difficulties is that UCLIC student's final ITERS and exam results are sent to the UCLIC Committee, and both UCLIC and Block Rotation Committees submit recommendations. Currently, if the two do not agree, it is forwarded to Dr. Veale to resolve. It was recommended that all the results of the UCLIC students be sent to UCLIC Committee, and they will provide a remedial recommendation which the UCLIC Evaluation Coordinator (Dr. Farah Jivraj) will take to the associated discipline clerkship committee to review and provide a suggestion to Dr. Veale for approval. This was agreed upon.

h) New Template - Annual Report to Clerkship: Dr. Veale noted that a 'tick-off' column is added into the template, on the section of membership of the committees, to ensure that the confidentiality forms (also at the end of the template) are signed by each discipline of the Clerkship Committee(s). She asked that they be signed once/year. She reminded members to ensure confidentiality at the committee levels and not to share information between committees, in particular about student feedback, and/or evaluations. This came about due to a breach of information a few years ago. The University of Calgary lawyers have recommended this process.

Meeting adjourned at 2:25 p.m.

Next meeting is Tuesday, March 5th @ 12:30 – 2:30 p.m. in G743, HSC Bldg. (Reports due: Emergency Medicine, Electives)
lt/pv