



Clerkship Committee (CC)

Minutes

Clerkship Committee (CC)

APPROVED

Tuesday December 10, 2024

12:30 pm to 3:00 pm

Meeting via Zoom

Attendees: Drs. K. Busche (chair), S. Bannister, A. Bromley, K. Darcus, M. Davis, J. Desy, G. Gelfand, L. Harper, J. Haws, T. Killam, H. Kim, K. Lafreniere, S. McLeod, M. Mintz, R. Ram, A. Ramaliu, E. Ruka, M. Sohn, S. Weeks, C. Zavitz, Ms. A. Adel, Ms. S. Facchini, Ms. M. Hsu, Ms. A. Randhawa, Ms. S. Tai, Ms. G. Taneja, Ms. D. Jean (admin)

Regrets: Drs. S. Coderre, A. DiNinno, W. Harris-Thompson, F. Jivraj, N. Johnson, T. Lohmann, S. Lopushinsky, P. MacEachern, S. Pancic, A. Ritter, M. Thompson, J. Vantanajal, T. Wong, Mr. S. Ivaturi, Mr. V. Joe, Mr. J. Kreutz, Ms. S. Leskosky, Mr. M. Paget, Ms. D. Stanojevic

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). Dr. Busche welcomed everyone to the meeting and introduced Dr. Anila Ramaliu the new Clerkship Director for Family Medicine and Dr. Lea Harper the new Continuous Quality Improvement Director in the UME.

2. **Approval of Meeting Agenda** – Dr. Busche informed the committee that he has made one addition to the Agenda to include under new business item 6.4 New CSM Mistreatment Reporting Process. **Passed unanimously with the addition.**

3. **Approval of Minutes from October 29, 2024 – Passed unanimously.**

4. Standing Updates

4.1 Student Reports

Ms. Randhawa informed the committee that there are no big updates for the Class of 2026 at this time, everyone is getting prepared for their final RIME exam and OSCE before approaching the winter break. She included that after the winter break the Class of 2026 will be starting Clerkship with lots of excitement and nerves being noted across the class.

Ms. Hsu informed the committee that the Class of 2027 is approaching their very first OSCE on December 18th and 19th which is leading to excitement and nervousness for the class but are looking forward to being done block one and onto the winter break.

4.2 Undergraduate Medical Education Committee

Dr. Bromley informed the committee that there is nothing to report at this time.

4.3 RIME PreClerkship Committee Update

Dr. Weeks informed the committee that the Class of 2026 have completed all in-class components of RIME 1.0, the only thing remaining is their final examination for unit 12 and their OSCE, the holiday break and then

they enter Clerkship in January. The Class of 2027 is approaching their first OSCE experience as noted by the students. Dr. Weeks added that the Career Development weeks in June and July will be starting to look at placements for the Class of 2027 students. She included that there are currently two preclerkship educator positions open currently for anyone who has interest in teaching at the preclerkship level, she included that there are some changes to the role from the previous postings which has less creating of curriculum and more fine tuning for these roles. Dr. Weeks added that there is a RIME educator retreat being held on January 24th to bring all educators together to brainstorm and celebrate the first completed RIME class.

4.4 Student Evaluation Committee Update

Dr. Desy informed the committee that the most recent meeting provided lots of discussion around formative examinations for the clerkships. She reminded the committee of the changes to the clerkship assessment strategy noting the different structure of these competency based longitudinal examinations to include questions from all mandatory clerkship rotations into one exam split into two parts. Dr. Desy informed the committee that there will also be mandatory formative exams in order to take the final exams like there are in the current rotation structure. She included that the requested rotation specific formative exams will be done through CARDS but would not be a must complete component before students write their final exams. Dr. Desy included that for the RIME curriculum there are multiple decks of CARDS available for the students each week that are not a must complete component though there is still a very high completion rate of these decks among the students. Discussion included how appeals and reappraisals can work, some issues with discipline related knowledge when passing an exam threshold was noted, and the structure of how the exams will be reviewed to edit content and questions.

4.5 Research Committee Update

Dr. Desy updated the committee that the first ECLIPSE Symposium was held on December 6th where the preclerkship students presented posters of their research projects that they have been working on, which held excellent quality and impressive projects that were completed, polished with excellent presentations. This day included Dr. Kevin Eva from the University of British Columbia as the keynote speaker with the topic being self-assessment. The classes from both preclerkship classes were in the same place for the first time and attended his lecture and learned a lot before heading into clerkship rotations where there will be a lot of assessment results on a regular basis for the students. Dr. Desy added that the event was funded by a generous donation from the Jones family and supported by the OHMES who helped with planning and organization. The next event like this will be held in December 2025.

4.6 Curriculum Innovation and Oversight Committee Update

Dr. Busche informed the committee that this committee will be taken over by Dr. Harper and meeting dates and updates will follow in the new year.

4.6 PGME Update

Dr. Davis informed the committee that there was a very successful PGME Retreat held on December 6th where several topics were discussed including a session on difficult conversations and de-escalating difficult conversations that was practical and fantastic. The big things at PGME currently include the R1 match is open for the Class of 2025 with file review being open, Dr. Davis noted that this is the largest R1 cohort ever, so lots of files are in the process of being reviewed by lots of reviewers. There is a new resident physician agreement that has been finalized and being distributed, which includes an agreement to get retro pay back from July 1st when the residency began.

4.7 Accreditation Update

Dr. Mintz thanked the committee members for being apart of the in-person accreditation process. She presented the wrap up summary which included areas of strengths and areas of improvement indicated by the accreditors. She also gave the committee the breakdown of the timeline on how everything works from

here including the exit report, preliminary report, final visit report, and the accreditation decision report that will be released the beginning of July, 2025. The strengths of the program indicated by the accreditors include strong cohesive student body, SAW Hub, affiliation between the university and AHS is strong, leadership was highlighted, faculties used including the medical school facilities, Foothills Medical Centre, Alberta Children’s Hospital, and the Arthur J. E. Child Comprehensive Cancer Centre were noted as a strength, the patient first philosophy with the RIME spiral curriculum was innovative. Areas of improvement noted include Standard 11 with the SAW Hub not having administrative authority over finances, the ability to support neuro diverse students or students with other competing responsibilities or those with racialized minorities, promotion process of the students, Standard 8 regarding curricula management including changes and policies, and the clarification of some committees and processes were noted to need growth.

4.8 EDI Update

Ms. Taneja informed the committee that the EDI updates include the new mistreatment reporting process and the inclusive hiring and selection course is open for enrollment.

5. Arising from the Minutes

5.1 Clerkship Exams: Dates and Formative Experiences

Dr. Busche informed the committee that most of this update was discussed during the SEC update. He did add that the exam dates for the Class of 2026 Clerkship will be emailed to the committee and are listed as follows:

	Class date	Deferral Date
Exam #1 - A	Jun 20/25 (3B)	Jul 18/25 (4B)
Exam #1 - B	Jun 27/25 (4A)	Jul 25/25 (5A)
Exam #2 - A	Oct 10/25 (7B)	Nov 14/25 (8B)
Exam #2 - B	Oct 24/25 (8A)	Dec 12/25 (9B)
Exam #3 - A	Feb 27/26 (10B)	Mar 27/26 (11B)
Exam #3 - B	Mar 13/26 (11A)	Apr 17/26 (12B)

6. New Business

6.1 Reporting on Changes in Clerkship

Dr. Busche informed the committee that in response to student feedback, there will be a website created to track and document any changes that happen to the Clerkship to provide some follow up for requests made from one class to the next. He asked the committee to think about anything in each Clerkship that has been changed in the last year in response to student feedback and to make note of it and send the details to Dr. Busche who will be providing these to be added to the website.

6.2 Terms of Reference Change – Adding Class Presidents

Dr. Busche proposed a change to the Terms of Reference for the Clerkship Committee for the addition of the Class Presidents to be represented. He added that currently the VP Academics are the only students who sit on the committee, and this would allow for some more insight to be brought to the committee from the students and more students to be able to spread the relevant information to the student body as a whole

and with the CMSA as well. He indicated that the Class Presidents would be non-voting members as the VP Academics will still have the vote for the students in this committee.

Proposal: Dr. Busche proposed to have the Class Presidents from each class year be added to the Terms of Reference as non-voting members for the Clerkship Committee.

First: Dr. H. Kim
Second: Dr. S. McLeod
All in favour.

6.3 Visiting Electives

Dr. Busche informed the committee that the PGME committee had asked about the blackout periods on visiting electives, citing the program directors felt strongly that their ability to select residents for their programs is currently being impaired by this blackout. He indicated that currently there is a blackout period in which visiting elective students from other schools would not be able to come to Calgary from January to June when our students are heavily invested in electives. Dr. Busche informed the committee that there will be a change on this starting in January 2025, which will have the blackout period until the end of April leading to May and June being open to visiting elective students. Dr. Busche added that currently the AFMC portal is going to move to the capacity based model in July, which will have elective spots with their capacity limitations being open to students both local and visiting which will then be in place year round to alleviate any blackout periods.

6.4 New CSM Mistreatment Reporting Process

Dr. Busche shared with the committee the new mistreatment reporting process with the timeline and the directions on how to follow through with these reports. The reporting tool is now able to be used by all issues within the Cumming School of Medicine. This process is hosted through the Precision Equity and Social Justice Office to ensure safe reporting of any mistreatment concerns. Dr. Busche informed the committee that the website for safe reporting can be found here: <https://cumming.ucalgary.ca/office/precision-equity-social-justice/safe-reporting-csm/report-mistreatment-concern> Dr. Bromley added that the only type of reporting that this resource does not cover is the student on student mistreatment, and that those types of mistreatment concerns are still to be conducted through the Student Conduct Office.

7. Clerkship Reports

7.1 Anesthesia

Dr. Darcus presented the Anesthesia Clerkship Report to the Committee. He included the overview and structure of the rotation including the sites, objectives and evaluations of the Clerkship. Dr. Darcus noted that the overall rating for Anesthesia as received from 38 evaluations was rated at 3.87/5 which still shows gradual improvement over the past few years. Highlights noted include having a good opportunity to learn/perform procedures, felt safe/secure at teaching sites, and an optimal balance of responsibility and supervision. The weaknesses noted include the summative exam being reflective of the learning experience and objectives, and the ability to use problem solving schemes when working with patients on the ward or in clinics, Dr. Darcus included that there were no elements that were rated lower than 4.00/5. Strengths included excellent teachers, lots of procedural skills practice, and the resident led orientation day. Areas to work on include the rotation being too short, the want to spend more than one day with the same preceptor, and having issues with the IV experience at one particular site which Dr. Darcus noted that there have been some changes made to this so there are hopes that this will not be an issue going forward. There were four students unsatisfactory on the MCQ, one successful appeal and one unsuccessful appeal, all three rewrites of the MCQ were successful, all ITERs were successful. Challenge of the rotation looking forward

include the global shortage of Anesthesiologists, increasing the demand for training, not able to accommodate visiting elective clerks, and preceptor burnout is a continuing concern as it has been for many years. Changes coming include new department leadership with Dr. Nina Hardcastle leaving her role of the evaluation director, increasing numbers of elective students that will need to be accommodated through their rotations, the eventual return of visiting elective students, review the goals and objectives of the rotation and an increased need for preceptors due to the change of the MCQ evaluation format.

Proposal: Dr. Busche proposed to accept the Anesthesia Report as it was presented today.
First: Dr. M. Davis
Second: Dr. A. Ramaliu
All in favour.

7.2 Family Medicine

Dr. Ramaliu presented the Family Medicine Report to the Committee. She included the overview and structure of the rotation including the sites, objectives, and details of the rotation. She informed the committee that the Family Medicine rotation is broken into two separate four-week blocks, four weeks being in Rural Family Medicine and the other four week block is an Urban Family Medicine rotation. Dr. Ramaliu noted for the Class of 2024 between block seven and 12 there were 26 urban sites and 25 rural sites used and 18 urban sites and 37 rural sites for the first seven blocks for the Class of 2025. Dr. Ramaliu indicated that the overall rating for Family Medicine was 4.43/5 from 88 responses. The highest rated elements include being treated professionally and respectfully by faculty and staff, felt safe/secure at teaching sites, and an optimal balance of responsibility and supervision. The lowest rated elements include the exam being reflective of the learning experiences and objectives, the core document, satisfaction with the organization of the rotation and the receiving of actionable feedback about performance. Strengths indicated by the students include excellent preceptors and allied health staff, range of experiences, variety of exposure, opportunity to try new skills, independence, and excellent learning from preceptors. Areas to improve as noted by the students include having too many learners at one site, not all allied health providers understood the scope of abilities of the students, easier access to examples of PCCP presentations, more formal teaching needed around consult notes, questions on the summative are not inclusive of the learning objectives, and one preceptor concern which was addressed by the rotation. Seven students were unsatisfactory on MCQ exam and there were no appeals or reappraisals during this reporting period. Going forward there will be work continuing around recruitment with a careful selection process of practices, site visits and follow-up visits for all new preceptors, and addressing issues around layered learning in the academic teaching sites. Upcoming concerns include preceptors, having an adequate number of preceptors, maintaining preceptor stipends and recruitment support, rural and urban preceptor dissatisfaction, advancing support for rural doctors interested in academics and research. Changes going forward include a new procedure for tracking and reassessing preceptors new to teaching clerks, getting student feedback for new preceptors, new communications to residents and preceptors, and virtual care guidelines will be added to the core document and preceptor manuals.

Proposal: Dr. Busche proposed to accept the Family Medicine Report as it was presented today.
First: Dr. L. Harper
Second: Dr. M. Sohn
All in favour.

Dr. Busche thanked everyone for attending and for their discussion and wished everyone a restful and happy holiday season. He reminded the committee that the next meeting will be held on Tuesday January 28th where Emergency Medicine will present.

Meeting adjourned @ 2:39 p.m.

Minutes by: Danielle Jean

Edited by: Dr. Kevin Busche