
Clerkship Committee (CC)

APPROVED

Tuesday January 16, 2024

12:30 pm to 2:30 pm Meeting
via Zoom

Attendees: Drs. K. Busche (chair), T. Ayas, R. Brett, A. Bromley, K. Darcus, W. Harris-Thompson, T. Killam, B. Meatherall, J. Midgley, A. Mineyko, M. Mintz, E. Ruka, M. Sohn, J. Vantanajal, S. Weeks, C. Zavitz, Ms. S. Facchini, Mr. S. Ivaturi, Mr. M. Paget, Ms. T. Pander, Ms. D. Stanojevic, Ms. S. Tai, Ms. D. Jean (admin)

Regrets: Drs. S. Bannister, J. Desy, G. Gelfand, N. Hardcastle, A. Harvey, J. Haws, F. Jivraj, N. Johnson, S. Lopushinsky, J. Lubin, R. Ram, M. Thompson, M. Walter, S. Wicklum, Mr. M. Bondok, Ms. K. Fu, Mr. V. Joe, Mr. J. Kreutz, Ms. S. Leskosky, Ms. A. Randhawa, Ms. G. Taneja

1. Welcome and Thanks

The meeting was conducted through Zoom and was called to order at 12:34 p.m. by Dr. K. Busche (Chair). Dr. Busche informed the committee that there are some changes for this committee and began by introducing Dr. Amy Bromley the newly appointed Associate Dean of the UME, Dr. Annie Ritter has accepted the position for the Evaluation Coordinator in Surgery, and that unfortunately Dr. Brett is leaving her role as a Resident Representative on the committee.

2. Approval of Meeting Agenda - Passed unanimously.

3. Approval of Minutes from November 28, 2023 – Passed unanimously.

4. Standing Updates

4.1 Student Reports

Mr. Ivaturi's update included that the Class of 2026 has started Block 2 with the Block 1 results expected in the coming weeks as well as a competency meeting for class progressions. He also included that there have been discussions to implement the Clerkship Presentations earlier in their studies compared to classes before them, which Dr. Busche confirmed was happening to help give the students more time to prepare and get the information needed before they begin Clerkship. Mr. Ivaturi updated that the Class of 2024 had just begun their CaRMS interviews and that on January 15th the Class of 2025 began their Clerkship rotations.

4.2 Undergraduate Medical Education Committee

Dr. Bromley informed the committee that there were two updates from the last UMEC meeting and those include a new committee chaired by Dr. Adrian Harvey and will be the Curriculum Innovation and Oversight Committee, this committee will keep track of what is being changed including additions, edits, and removals from the curriculum in both the Pre-Clerkship and Clerkship curriculums. Her other update included the new modified Big 10 Objectives which are being taken to the SEC committee for their approval and will be circulated to the committees when this has been passed.

4.3 Pre-Clerkship/RIME Committee Update

Dr. Weeks' update included that the Pre-Clerkship Committee meetings are slowly coming to an end as the data is being compiled from the last courses of the Legacy Curriculum. The RIME Committee has been meeting for just over a year and is continuing to meet monthly with no plans to change the frequency at this time. Dr. Weeks included that the Class of 2026 is doing well that the promotion to Block 2 will be taking place at the competency committee which will be held once the Block 1 marks have been confirmed. Dr. Weeks added that for Block 2 the tutorial groups and clinical skills groups have been changed to mix other students together for getting used to working with different teams and different people through the rest of their Pre-Clerkship as well as set them up for success in Clerkship and in their careers in medicine as well. She included that these groups will change a few times for Block 2 and will be switching frequently in Block 3. She also added two reminders, the first being that there are still outstanding ITERs from the Career Development Weeks in November and that there are still teaching opportunities in the Educator Role available for those interested.

4.4 Student Evaluation Committee Update

Dr. Busche informed the committee that there are no updates from the Student Evaluation Committee at this time.

4.5 Research Committee Update

Dr. Busche informed the committee that there are no updates from the Research Committee at this time.

4.6 PGME Update

Dr. Mineyko updated the committee with some changes that have come since Dr. Davis became the Associate Dean of the Post Graduate office a year ago. These updates include a new research committee taking place, teaching awards now have a committee to view the approach of teaching awards and looking at other ways that teaching can be awarded. Dr. Mineyko also included that this committee is still looking for members and to pass along to those who could be interested to reach out. She wanted to provide an update going over that CaRMS season is here and there is always a review of the best practices for bias, mitigation and interviews when it comes to being a fair process for every applicant. Dr. Busche added that there is still a plan for a combined effort workplace accommodation process that can will work with the PGME and UME offices.

4.7 Accreditation Update

Dr. Busche informed the committee that this update will be discussed in Agenda Item 6.1 Preparation for Accreditation Visit.

4.8 EDI Update

Dr. Busche informed the committee that Ms. Taneja is not present at this meeting and has nothing to report at this time.

5. Arising from the Minutes

5.1 Selectives in Clerkship

Dr. Busche reminded the committee that department heads will be approached to secure the rotations to develop learner capacity. Will continue to update with more information as it becomes available.

5.2 Red Deer Clerkship Rotations

Dr. Busche informed the committee that there has not been a large development on this again at the current time the process of getting faculty appointments and housing capacity are still works in progress and will continue to update the committee when there is more information.

5.3 AFMC Portal Update

Dr. Busche reminded the committee about the decision that was made for the Class of 2025 to work with the AFMC to use their booking portal to book home electives on top of the visiting electives, this was to ensure fairness with the elective booking system. He informed the committee that the first round of electives bookings did not go well, the second round was a little better, but still not great, and the third time the Class of 2025 went back to the former electives booking process of sending an email to their preferred electives booking coordinators. He noted that this has gone much smoother than the previous two rounds with using the portal. He added that there were other schools who did not seem to have quite as many issues as our school did. He did inform the committee that there will be more meetings with the AFMC before the next booking cycle opens for electives and will update with any information on changes to the process.

5.4 Mock Accreditation Schedule

Dr. Busche indicated that this has been brought up in this meeting, but the mock accreditation meeting is being held on January 24th at 1600h in person in the Dean's office.

6. New Business

6.1 Preparation for Accreditation Visit

Dr. Busche reminded the committee that the pre-accreditation visit is being held on January 24th and 25th and discussed the information that was passed out to the committee including the Data Collection Instrument (DCI document), the Medical School Self Study (MSS document), and the Independent Student Analysis (ISA document). Dr. Busche prepared the committee with more information including how the data was collected, the process of the pre-accreditation visit, and the purpose of having this as an internal-use only to get an insight on the workings both with things that are going well and areas that need improvement before the full accreditation in the fall. Dr. Mintz gave some overview of the types of questions that will be asked as well as some of the flagged items that came out of the 2016 accreditation as that could be a topic of focus for the upcoming accreditation as well.

6.2 Quarterly Send Outs: Big 10/Rotation Objectives/How to Provide Feedback

Dr. Busche informed the committee that through discussions with Dr. Mintz through the accreditation processes and with Clerkship Directors with regularity of alerting preceptors to the important parts of their jobs. Dr. Busche continued by stating that in addition or replacing what is currently being sent to have a quarterly send out of communication to all preceptors that includes things like the Big 10 Objectives, Rotation Objectives, and information about how to provide feedback with the goal of incrementally over time having reached more preceptors to help make the program better.

7. Clerkship Reports

7.1 Emergency Medicine

Dr. Sohn presented the Emergency Medicine Report to the Committee. She gave an overview of the rotation, committee members, objectives for the rotation and the structure of the rotation. Dr. Sohn indicated that there were 3 unsatisfactory students on the summative exam from the Class of 2023 and at the time of this report there have been 9 unsatisfactory summative exams for the Class of 2024. She also included that there were 3 appeals, that were upheld, and no changes were made. She included that the student feedback was compiled from data between November 14, 2022 to November 5, 2023 with 41 responses and the overall rating of the Clerkship was 4.46/5 which is a slight improvement from each of the last two years, 4.32 and 4.10 respectfully. The highest rated components include, optimal balance of responsibility and supervision, treated professionally and respectfully by faculty and staff, quality of teaching, and receiving actionable feedback. The lowest rated components include, the core document being helpful, a good opportunity to learn and perform procedures, and the ability to see the types of patients required. The strengths indicated by the students include, great preceptors, SIM session, and the variety of presentations and settings. Areas to improve as indicated by the students include, having more shifts, exam expectations and study materials, and the nursing block. Going forward Dr. Sohn included that

there is continued work on developing formal Trauma teaching materials and formal review of rotation objectives. Discussion ensued with adding in potential card decks for Emergency Medicine and how this would work for the students.

Proposal: Dr. Busche proposed to accept the Emergency Medicine Report as it was presented today.

First: Dr. B. Meatherall

Second: Dr. C. Zavitz

All in favour.

Dr. Busche thanked everyone for attending and for their discussion and told the committee he looked forward to seeing them in person at the mock accreditation meetings next week. He reminded the committee that the next meeting will be held on Tuesday March 5th where Electives and Psychiatry will present.

Meeting adjourned @ 1:51 p.m.

Minutes by: Danielle Jean

Edited by: Dr. Kevin Busche