



# Clerkship Committee (CC)

## Minutes

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### Clerkship Committee (CC)

#### APPROVED

Tuesday November 28, 2023

12:30 pm to 2:30 pm

Meeting via Zoom

**Attendees:** Drs. K. Busche (chair), T. Ayas, K. Darcus, J. Desy, G. Gelfand, W. Harris-Thompson, A. Harvey, J. Haws, J. Lubin, B. Meatherall, J. Midgley, R. Ram, M. Sohn, M. Thompson, S. Weeks, S. Wicklum, C. Zavitz, Ms. R. Bradbury, Ms. J. Holm, Mr. S. Ivaturi, Mr. V. Joe, Mr. J. Kreutz, Ms. S. Leskosky, Mr. M. Paget, Ms. D. Stanojevic, Ms. S. Tai, Ms. G. Taneja, Ms. D. Jean (admin)

**Regrets:** Drs. S. Bannister, R. Brett, N. Hardcastle, F. Jivraj, N. Johnson, S. Lopushinsky, A. Mineyko, M. Mintz, S. Mohan, C. Naugler, E. Ruka, J. Vantanajal, M. Walter, H. Yoon, Mr. M. Bondok, Ms. K. Fu, Ms. A. Randhawa

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#### 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 Dr. Lubin is stepping down from his role of the Electives Chair in 2024 and thanked him for his contributions and work for the program, and introduced Mr. Shiva Ivaturi, one of the newly appointed VP Academic for the Class of 2026 to the committee.

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

#### 3. Approval of Minutes from October 17, 2023 – Passed unanimously.

#### 4. Standing Updates

##### 4.1 Student Reports

Mr. Kreutz updated the committee that the Class of 2025 had an update to their MSPR cut-off date and will now include Block 7 for the letters that are uploaded to CaRMS. He added that there is work going on currently to sort out the process for the remaining elective bookings and getting the dates and times for that finalized with hopes of having additional tech support should there be portal issues like there was when the electives first opened up. Mr. Kreutz asked about post call days and if students are under any obligation to come in or stay the morning after a post call shift. Dr. Busche informed the students that the Clerks follow the Para Guidelines for Residents, which is a 26 hour shift, 24 hours for the shift and 2 hours for rounds and handover duties and then nothing after that for the day.

Mr. Ivaturi informed the committee that the current question for the Class of 2026 is what the shifts are like and the hours for their clerkship rotations when it comes time. Dr. Busche indicated that there are discussions and seminars held regarding these types of things as they continue through medical school and are hosted by both the UME and SAWH with faculty represented from each office in these sessions.

#### **4.2 Undergraduate Medical Education Committee**

Dr. Busche informed the committee in Dr. Naugler's absence, that there has not been a UMEC meeting since the last Clerkship meeting and has nothing to report from the committee. He did inform the committee that new Associate Dean will be announced soon and will begin the position in January.

#### **4.3 Pre-Clerkship/RIME Committee Update**

Dr. Weeks' update included that the Class of 2025 is now close to finishing Course 6 with the Med Skills OSCE, Integrative and ICP Part 2 still to come before they begin Clerkship in January. She included that there still have been struggles with preceptor recruitment in the legacy curriculum but have been running smoothly otherwise. The Class of 2026 have just completed their first Career Development week with preceptors commenting positively on the breadth of knowledge and noticeable change in their desires to self learn from previous classes. She also included that the class is now in Unit 4, reminding the committee that the RIME Curriculum is divided into 3 blocks each being 6 months in length with units of 6 weeks in each, with their first OSCE coming up before the winter break. Dr. Weeks added that there are a large number of CARDS still being played by the students, they are doing well on their assessments and the amount of shadowing has gone up considerably compared to the same time period for the Class of 2025. She included that there are prevalent changes in the disciplines that students are choosing to shadow compared to previous years. Mr. Paget presented some data regarding shadowing including 155 shadows for 78 students choosing Emergency Medicine, Gastroenterology, and Family Medicine as the top three disciplines for the Class of 2025, and 258 shadows for 115 students choosing Emergency Medicine, Family Medicine and General Obstetrics & Gynecology as the top three disciplines for the Class of 2026.

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

Dr. Busche informed the committee that there have been some changes to the way that the EPAs are being evaluated. He indicated that he would send out clarification to the students and the committee about this change but stated that the only change was how the EPAs appear to the preceptor.

#### **4.5 Research Committee Update**

Dr. Busche noted that Dr. Desy needed to leave the meeting and has no update at this time.

#### **4.6 PGME Update**

Dr. Mineyko was not able to attend this meeting and there were no updates to provide at this time.

#### **4.7 Accreditation Update**

Dr. Busche informed the committee in Dr. Mintz's absence, that there will be a distribution of the DCI (Data Collection Instrument) and the MSS (Medical School Self Study), to the committee before the pre-accreditation meeting happening in January. He informed the committee that they should have all received an agenda with their requested time for this pre-accreditation meeting which is being held on January 24<sup>th</sup> at 1600h and will be more information to come.

#### **4.8 EDI Update**

Ms. Taneja's update included there is work being done with some anti-oppression modules to come in the new year, reminded the committee of Fresh Routes being inside on Wednesdays now. Dr. Busche informed the committee that there is to be a large change coming to the mistreatment reporting systems for the Cumming School of Medicine

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

#### **5.1 Selectives in Clerkship**

Dr. Busche reminded the committee that department heads have been approached to secure the rotations and scheduling for these as a rotation for the Class of 2026 and will continue to update as things change.

### **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 is still a work in progress and will continue to update the committee when there is more information.

### **5.3 AFMC Portal Update**

Dr. Busche informed the committee that the plan for the opening of the portal again will be on December 7<sup>th</sup> as it is after the Course 6 Final exam, noting the time of 2200h to open due to the tech support being in Australia they should be readily available should there be any concerns. Dr. Busche indicated that he has reached out looking for an update from the Portal Steering Committee about the improvements to the portal and looking at changing the time to better suit the students and is awaiting a response. Dr. Busche is hopeful that there have been improvements made and will hope that this electives booking process will be better than the previous.

### **5.4 Mock Accreditation Schedule**

Dr. Busche indicated that this was brought up above in the update section, but the meeting is being held on January 24<sup>th</sup> at 1600h and more information is to come.

## **6. New Business**

### **6.1 ITER Completion Times**

Dr. Desy informed the committee that upon completing the documents required for accreditation with ITER completion timelines for Clerkships, it was indicated that the goal set by accreditors is to have all ITERs returned within six weeks of a student's completion of the rotation. She informed the committee that currently the rotations are getting ITERs returned at a rate of 76.7% to 98.1% within that six-week timeframe of the different Clerkships. Dr. Desy included that if students have not received their ITERs by the two-week mark they are instructed to reach out to their preceptors as a reminder to get them completed, should they still not be completed this escalates then to the UME office where the Program Coordinator and/or Clerkship Supervisor will reach out to get the ITERs completed. She added that this does vary based on the times of years with the certain timelines for urgency to get ITERs in including MSPR and Graduation deadlines.

### **6.2 Match Day Work Policy**

Mr. Joe from the Class of 2025 presented the students objective to have the timeline around the Match Day Policy revised to support removing the evening shifts that currently exist on Match Day. He presented previous conversations regarding the Match Day Policy along with some previous timelines and how the Match Day scheduling has changed over the years. He gave reasons to support making changes for students to celebrate and be together to support those that may not have had their ideal results. There was discussion around how the logistics will work given time for the rotations to be able to shift schedules accordingly for the students, also discussion around how this will help the mental health and wellbeing of the students during a career defining day. Mr. Joe motioned that the students should be excused from clinic duties starting the day before Match Day at 2300h to the start of the day after Match Day.

**Proposal:** Dr. Busche proposed to accept Mr. Joe’s motion ‘the students should be excused from clinic duties starting the day before Match Day at 2300h to the start of the day after Match Day.’

First: Dr. J. Haws  
Second: Mr. S. Ivaturi  
18 in favour, 1 against  
Motion: **Approved**

### **6.3 Accreditation Information: a) Call Rooms and Lockers, b) Work Hours Data Collection**

a) Call Rooms and Lockers: Dr. Busche informed the committee that some of the Independent Student Analysis information that was sent to the committee included some tables that indicate the students have some concerns about lockers and secure storage facilities in the clinical environments as well as the call rooms. He stated that 45% of students did not feel that the hospitals where they were assigned personal lockers and other secure storage facilities were adequate for their needs. Dr. Busche also added that 71% of students felt that their call rooms were adequate and secure. He noted that there isn’t an easy solution to this problem but will require some research into the information about each of the hospital sites where clerks are present to see what locker and secure storage space is available for learners and ensuring that there are call rooms available that are safe and secure for all learners. Dr. Busche has asked for the Clerkships to look into this and get the information needed to him in the beginning of January.

b) Work Hours Data Collection: Dr. Busche gave an overview about this item being the three yes/no questions at the end of each rotation survey regarding work hours and how this always seems to provide a question regarding the accuracy in these questions with each report presented to the committee. Dr. Harvey reviewed that this was something that was audited in the past and may look at a review of this information and see how it has differed from that data. There was also an approach of asking students to track their hours for a week to be able to get a more accurate representation of the hours spent in clinic for each of their rotations. Discussion ensued around when and how to ask the students to do this and be able to compile enough data to then possibly get the chance to remove the work hours question from the end of rotation survey to not have any further confusion of accuracy.

### **6.4 Inclusivity and OR Attire**

Dr. Busche informed the committee that there is a new and soon-to-be-released OR attire guideline coming into place Alberta wide. This is to promote being as inclusive as possible in the OR to everyone with different cultural and religious attire so they can feel safe and valued while maintaining the requirements needed in an OR setting.

### **6.5 Reminder to Update Core Documents**

Dr. Busche reminded the committee that there is a new Clerkship Class starting in January and to ensure that the Core Documents are updated with any new and relevant information to all of these new clerks before they begin their rotations.

## **7. Clerkship Reports**

### **7.1 Family Medicine**

Dr. Wicklum presented the Family Medicine Report to the Committee. She gave an overview of the rotation, committee members, objectives for the rotations, and the structure of the rotations. Data collected is from September 30<sup>th</sup> 2022 to October 18<sup>th</sup> 2023. She noted that the Class of 2023 was the first to do a full 4+4 rotation with 4 weeks being in an Urban setting and 4 weeks being in a Rural setting. She included the site breakdowns including 22 urban sites with 3 teaching clinics and 28 different rural sites including an

Indigenous focused clinic as well, noting that rural sites are always expanding. Dr. Wicklum noted that there have been more new preceptors than normal this year and informed the committee that all new preceptors receive a site visit before clerks are assigned and follow-up virtual site-visits after blocks 2, 4, and 8. Feedback was an overall 4.56/5 noting that the highest rated were that the students they were treated professionally and respectfully, felt safe and secure, good balance of responsibility and supervision. The lowest rated were the core documents, satisfaction with organization of blocks and received actionable feedback about performance. Exam being reflective of experiences was rated at 3.68 and the exam reflective of the learning objectives was rated at 3.81 with 103 respondents. Strengths indicated include the preceptors, welcoming education environments, autonomy and independence, interesting academic half day, patient exposures provide variety of opportunities for hands-on learning, great exposure to rural Family Medicine, and lots of opportunities to participate in patient care and procedures. Areas to improve include, too many learners being in one site, provide easier access to examples of PCCP presentations, not all allied health providers understood the scope of abilities and practice of learners, more formal teaching around consult notes, one significant preceptor concern was addressed and will not be an issue in the future. Evaluation is divided into must complete and must pass components. Dr. Wicklum indicated that there were 3 students that were unsatisfactory on the exam, 1 unsuccessful on the whole rotation, and 1 unsuccessful exam appeal. Concerns going forward include resources including adequate number of preceptors, maintaining stipends and recruitment support, preceptor dissatisfaction, advancing support for rural doctors interested in academics. Changes for the future include a procedure for tracking and reassessing preceptors new to teaching clerks, student feedback for new preceptors, and doing studies of the planetary health workshop to incorporate more advocacy skills.

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

First: Dr. R. Ram

Second: Mr. S. Ivaturi

All in favour.

Dr. Busche thanked everyone for attending and for their discussion and wished everyone Happy Holiday's. He reminded the committee that the next meeting will be held on Tuesday January 16<sup>th</sup> where Emergency Medicine will present.

**Meeting adjourned @ 2:31 p.m.**

**Minutes by: Danielle Jean**

**Edited by: Dr. Kevin Busche**