
Pre-Clerkship Committee (PCC)

APPROVED

Friday, October 22, 2021

12:30 pm to 2:30 pm

Meeting via Zoom

Attendees: Drs. S. Anderson, H. Bassyouni, N. Brager, A. Bromley, K. Busche, E. Cheng, M. Davis, E. Dempsey, J. Desy, A. Harvey, R. Kapadia, M. Kelly, T. Killam, T. Lohmann, C. Naugler, W. Rosen, A. Seto, K. Smyth, P. Stokes, C. Svrcek, S. Weeks (Chair), Mr. S. Bell, Ms. S. Facchini, Ms. E. Lindquist, Mr. M. Paget, Ms. S. Sullivan (admin)

Regrets: Drs. F. Aghajafari, L. Barss, A. Bass, G. Bendiak, S. Bhayana, V. Bhella, J. Chu, A. DiNinno, J. Fognou, S. Jarvis, D. Jenkins, C. Josephson, M. Jung, M. Lee, P. Lee, K. McBrien, J. Paw, E. Qirjazi, J. Rizkallah, J. Schachar, N. Sharma, L. Willets, I. Wishart, T. Wu, Ms. K. Chadbolt, Ms. S. George, Ms. S. Leskosky, Ms. L. Palmer, Ms. N. Pigford

1. Call to Order

The meeting was conducted via Zoom and was called to order at 12:31pm by Dr. Sarah Weeks (Chair). Welcome to members and a brief overview of what the meeting would entail.

2. Approval of Meeting Agenda – Passed unanimously

3. Approval of Minutes from September 17th, 2021 – Passed unanimously

4. Standing Updates

4.1 Student Reports

Class of 2024: Ms. Fu informed the committee they had completed Course 1 and Course 2 was going well. They are very happy live lectures are taking place and looking forward to attending Anatomy labs in person starting on November 2nd.

Class of 2023: Ms. Lindquist announced that they just completed the Course 6 midterm and they are preparing for their upcoming Anatomy II Final, Course 6 Final and MSII OSCE. She asked that because shadowing in surgery is not possible right now if students would be able to shadow surgeons in clinics. It was explained that the clinics were where clerks and residents on mandatory rotations were being placed during wave 4 of COVID.

Dr. Anderson reported that Anatomy lab bootcamps will take place January 5th & 6th, 2022 for Class of 2023.

4.2 Undergraduate Medical Education Committee

Dr. Naugler informed the committee that the Accreditation Lead position will be advertised within the next month. The Research Committee TOR was approved. UMEC voted in favor of moving forward with creation of the RIME Curriculum as it was deemed be feasible from an operational point of view. Projected start date is July 2023. The RIME committee (Dr. Kachra) will be reaching out to stakeholders for input.

4.3 Clerkship Committee Update

Dr. Busche informed the committee that the biggest challenge for the Class of 2022 currently in clerkship is O.R. closures. They are still completing exams and trying to get content knowledge without having the clinical exposure. AHS has developed a process to test students ability re: donning and doffing of PPE. Testing will be done when they are on Pediatrics and Medicine rotations with someone available on the ward to monitor them. Class of 2023 students are currently working on scheduling their first two-week blocks in clerkship. Capacities are still very limited as Class of 2022 are still in mandatory rotations. The Class of 2023 may not have the opportunity to do visiting electives until June, as the visiting electives portal will not be running until March 2022 at the earliest. The Clerkship lottery will be running in early November once AFMC Board of Directors meet Oct 24th or 25th. Class of 2023 CaRMS schedule will be available within the next week

4.4 Student Evaluation Committee Update

Dr. Desy informed the committee that she met with the VP Academics. Course 1 is now completed and awaiting results, Midpoint Course 2 will take place on November 12th and Course 6 Final for Year 2 will take place on November 18th. Items passed at the SEC meeting include, no longer allowing course chairs and evaluation coordinators to be present in exams as they take place. The format of the Clinical Core assessment has been changed to look identical to the Career Exploration Program ITER. Minor revisions were made to the instruction sheet on front of all multiple-choice examinations and students must complete the bubble sheet during the allotted exam time.

4.5 Update on EDI Initiatives

Dr. Weeks informed the committee of Ms. Pigford's absence and there were no updates to report and no updates with the EDI subcommittee as they are finalizing the chair position.

4.6 RIME Update

Dr. Weeks presented the RIME Update Report in Dr. Kachra's absence.

The first task this committee had to do was decide is if it's possible to do a spiral curriculum within 18 months as most other programs have four- years with a two-year pre-clerkship.

Is a curriculum redesign feasible with the opportunity to make it spiral, keeping it patient centered, and fully integrated through the lens of a generalist. The current structure has unit blocks that run through the first 18 months as well as longitudinal courses. Testing was done to see if pre-clerkship would be divided into three 6-month blocks with Year 1 comprising of first two blocks and Year 2 in the third block. Each six-month block will be comprised of four units within each of those blocks they would be six weeks with each week having one to three clinical presentations (MCC) and a mixture of small and large group sessions. Each session will integrate important concepts of the patient social context and their unique experiences. Spirality may exist in multiple forms over 18-month pre-clerkship. The "Week" structure assumptions include trying to have no more than two hours of structured instruction within half day, two 2-hour large groups, small group sessions, two 2-hour flex sessions for novel teaching methods anatomy on alternating weeks.

Next steps include curriculum mapping, re-engagement with stakeholders, timeline creation, content creation and curation

5. Course Reports

5.1 Career Exploration Update

Dr. Davis presented the Career Exploration update and reported some changes that were recently made. This began as a pilot with the Class of 2021 and first implemented with Class of 2022. It has been in current form since the Class of 2023 (will be the first report of the full course to PCC). It was created in response to a needs assessment where students felt stressed about tight CaRMS timelines and felt they needed more career counselling. The goal for this program is to allow students to make informed choices about medical career

paths that best suit their interests, values and vision for their future. Program objectives allow students to reflect on their own attributes, values, interests and life circumstances both present and future, give detailed consideration to multiple medical career paths in early medical school, uncover any assumptions or biases that may drive decision making, make confident and informed career choices, including parallel paths and plan a successful strategy for a strong CaRMS application. Dr. Davis reported some changes to the program since last report. Pre-clerkship electives have become part of the Career Exploration Program and renamed Career Exploration Week. "Career Exploration Half Days" were introduced for the Class of 2023 when shadowing was suspended by AHS. Faculty development podcasts were created for Career Coaches for Class of 2024.

Dr. Davis plans to report to PCC in the spring including some of the logistics of the program (number of coaches, faculty recruited for Career Conversations), numbers, discipline and location of Career Exploration Week and a pre-lottery survey for the Class the of 2023 which will be sent out just prior to the clerkship lottery. The challenges that she added included a huge number of faculty with 170 coaches and 600 plus career conversations in ALL R1 entry disciplines. Matching students is very time consuming for the program coordinator because pre-clerkship students are competing for the same clinical space with clerks and branding.

Dr. Davis asked the committee thoughts on what is the best way to evaluate a longitudinal course with outcomes that are influenced by many other factors. Metrics discussed included usual end of course survey data, AFMC end of pre-clerkship data and Dr. Davis' survey.

6. New Business

6.1 Residents as Teacher Requirement

Dr. Weeks informed the committee there is an accreditation standard that residents who are teaching students in a structured way are required to have taken a course on how to be a medical teacher. Those teaching the students are faculty with faculty appointments or residents who have taken this course. There was discussion on whether there are some exceptions. PGME offers this program more than once a year. Dr. Busche was asked to bring this up at PGME Committee. Course leads were also asked to notify Program Directors, to advise R1s to enrol in this course.

6.2 Clinical Core Evaluation Process

This item was covered by Dr. Desy during the SEC update (item 4.4).

6.3 Program Coordinator Portfolio Changes

Dr. Weeks informed the committee that as of January 2022 changes will be made to rebalance portfolios and new coordinators may be assigned to courses. Currently there are 3 coordinators assigned to the clerkship program and 5 with pre-clerkship. Ms. Facchini noted that starting January 2022 it would work best for the team that pre-clerkship and clerkship be divided because both roles and workload are significantly different, Course leaders will be notified of these changes once confirmed.

6.4 Recruitment Update

Mr. Paget thanked the team for all their hard work and dedication. He reported that OSLER (Elentra) has been around for over a decade. The VERA application, that bridges enterprise HR and Supply Chain data into OSLER, as well as storing medicine specific contracts, calculates payment eligibility and helps to ensure we recruit from clinical faculty. CSM has a variety of contract relationships with clinical faculty, full-time academics and associates who are fee for service educators. Mr. Paget reported that over the past year 2,549 events have been or are in progress for recruitment using the new recruitment tool, 2,191 events have been successfully recruited and 487 unique faculty have used the system. Latest updates: coordinators can now re-use recruitment pools without having to assemble from scratch, some maintenance has been done to

ensure rosters for group like master teachers are current. This could serve as a mechanism for other areas such as EDI recruitment initiatives.

6.5 Timetable Discussion

Dr. Weeks reported to the committee that draft timetables for Year 2 Class of 2024 starting in April and Year 1 Class of 2025 starting in July will be distributed. It is a requirement that the number of hours in each course match the hours in the University course calendar.

Ms. Facchini informed the committee what needs to be considered with timetables: rooms, room spaces for two classes, room location, exam space, student/faculty preferences and adequate independent study time. She also noted that students would prefer not to write exams right after long weekends.

Timetables will be sent out for review with two weeks to respond. After that time period, they will be considered approved.

Dr. Weeks thanked everyone for attending and for their discussion. She let the committee know that the next meeting will be on November 19th at 12:30pm

Meeting adjourned @ 2:47pm

Minutes by: Shelly Sullivan

Edited by: Dr. Sarah Weeks