May 2018

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Important deadlines:

- **Certificates**: July Resident Certificate Requests Deadline to jglow@ucalgary.ca - **June 15, 2018**.
- **Electives**: September 2018 Canadian and October 2018 International Electives Deadline for upload to SharePoint - **July 1, 2018**.
- **FITERs for the Fall Subspecialty Exam**: Were distributed by RCPSC on May 15. Return Completed eFITERs to jglow@ucalgary.ca - **June 5, 2018**.

Visit our webpage:

Our website features information for visiting electives: Canadian and International Trainees

[https://cumming.ucalgary.ca/pgme/applicants/visiting-electives](https://cumming.ucalgary.ca/pgme/applicants/visiting-electives)

All issues of the PG Post can be found on the website: [http://cumming.ucalgary.ca/pgme/home/news](http://cumming.ucalgary.ca/pgme/home/news).
Upcoming Resident Workshops:

**QuRE- Quality Referral Evolution**  
Thursday, August 16, 2018, 1:00 pm – 2:30 pm, HMRB G43A

**Objectives:**
- Identify the inherent risks associated with inadequate communication
- Critically appraise for the essential components of quality written communication in referral/consultation processed using a simple checklist
- Compose a quality referral/consultation letter guided by the checklist
- Identify additional resources available for creating quality referral/consultation communication

**Practice Management**  
Thursday, November 1, 2018, 8:30 am – 4:30 pm, HMRB G43A

**Objectives:**
- Understand why practice management is important
- Know where to look for information on Practice Management
- Begin setting up a professional advisory team
- Identify personal values and understand how to align them with career and professional decisions
- Know what to do and to what to look for now in order to prepare for the transition into practice

*Registration open on SharePoint*

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**SIMULATION SYMPOSIUM SAVE THE DATE!**

**Fourth Annual PGME Simulation Symposium October 4, 2018**

We have an exciting day planned with keynote speakers, interactive workshops, lunch and poster presentations as well as wine and cheese to close the day.

More information to come!
Program Administrator Retreat:

Save the date!

Program Administrator Retreat
Friday June 8, 2018, 11 a.m. to 3 p.m. (lunch included!)

Do you know how to communicate with the 10 most difficult people?

- Bulldozers
- The “Always Say Yes” (but don’t follow through) People
- The Know-it-all
- The THINK They Know-it-all
- The Gossiper
- The Complainer
- The Bomp
- The “Always Say NO” People
- The Sniper
- The Maybe Person

On June 8th our guest speaker will help you understand why people behave the way they do. She will help you cultivate the skills to turn conflict (with even the most difficult person) into cooperation.

The day will begin at 11 a.m. with a short update session followed by lunch and then we will move into a theatre to learn how to communicate with difficult people until 3 p.m.

June Program Administrators Meeting Date Change:

The date for the PA session in June has changed. The session, along with the retreat will be held on June 8, 2018 from 11 a.m. to 3 p.m. Please mark the date on your calendars.
**Resident Research Travel Grant:**

Just a reminder – the deadline for accepting Resident RESEARCH Travel Grant applications for conferences scheduled from July – September 30th, 2018 is **June 30th, 2018**.

Once again, to address the concern that residents may not have received notification that their abstracts have been accepted for presentation, Travel Grant applications will be accepted without the confirmation. Final approval however will be contingent on confirmation that the abstract has been accepted for presentation. Applications with other missing components (Program Director or Research Supervisor signature, etc.) will also be accepted however all requirements must be met prior to approval. **All applications must still be submitted by the deadline.**

The travel grant application and a list of successful Research Travel Grant recipients and their abstracts awarded for Quarter 4 of the 2017-18 fiscal year has been posted on the PGME website at the link below:

http://cumming.ucalgary.ca/pgme/current-trainees/resident-research-travel-grants

Please pass this information to your residents.

**Resident Leadership Travel Grants:**

Just a reminder – the deadline for accepting Resident LEADERSHIP Travel Grant applications for events scheduled from July – September 30th, 2018 is **June 30th, 2018**.

A limited amount of funding is available to facilitate and support resident leadership development opportunities. PGME recognizes that participation in conferences, seminars and meetings which encourage trainees to cultivate and demonstrate this aptitude is beneficial for achieving academic success and realizing career goals. Applications with missing components (Program Director signature, etc.) will be accepted however all requirements must be met prior to approval. **All applications must still be submitted by the deadline.**

The travel grant application and a list of successful Leadership Travel Grant recipients awarded for Quarter 4 of the 2017-18 fiscal year has been posted on the PGME website at the link below:

http://cumming.ucalgary.ca/pgme/current-trainees/resident-leadership-travel-grants

Please pass this information to your residents.
CSCI/CIHR/PGME Resident Research Awards

The Canadian Society for Clinical Investigation (CSCI) and the Canadian Institutes of Health Research (CIHR) co-sponsor an annual Resident Research Award program. This prize is awarded each year for the best resident research project conducted during an RCPSC/CFPC residency training program at each Canadian medical school. Notification is sent out to all programs in the spring.

The CSCI prize consists of:
- $1,000 per resident in each medical school;
- A complimentary CSCI membership for two years;
- A diploma signed by the CIHR and CSCI presidents.

PGME will match the prize with an additional $1,000 and, if there are eligible submissions, will award a second prize of $1,000.

Application Deadline: July 2, 2018 11:59 pm

A completed application consists of:
- A structured abstract using the format below
- The checklist page – refer to the section on the next page
- A cover letter including:
  - The title of your project
  - The name(s) of the author(s)
  - The name of your supervisor
  - A brief biography including your program, PGY level, and research interests.
- Please send the following by e-mail in one (.doc) file and name it “Abstract_your last name” i.e Abstract_Story.
- Please send your completed application to Kristen Story: kristen.story@ucalgary.ca.

Abstract Format:
- **Title:** Brief description of study. Do not include authorship.
- **Background:** Describe why the study was done (state research question/hypothesis, objectives, and provide rationale and importance of study).
- **Methods:** Describe how the study was done (include research design, sample size, control group, models, techniques, instruments, type of statistical analysis).
- **Results:** State principal findings (include data and statistical results but do not include any graphs, tables or figures).
- **Discussion:** Interpret results (discuss implications of results and future research direction).
- **Format of Abstract:** Single spaced, one page, font Arial 10 pt, 500 words not including title and headers. Do not include references.
Checklist Page

It is a requirement for all research projects using human subjects (including retrospective chart reviews) to have ethical approval from the Conjoint Health Research Ethics Board of the University of Calgary.

Please use the following information to define your contribution to the project. Only completed projects will be eligible.

**CSCI/CIHR/PGME RESIDENT RESEARCH AWARD**

**CHECKLIST PAGE**

(To check a box, double-click on it, and then click on "checked")

☐ This project has received ethical approval from the Conjoint Health Research Ethics Board of the University of Calgary

☐ I was the primary contributor to the intellectual content of the project as described below:

  ☐ conception and design
  ☐ application for ethical approval
  ☐ literature review
  ☐ instrument design (if applicable)
  ☐ data collection
  ☐ statistical analysis and interpretation of data
  ☐ drafting of manuscript (if applicable)
  ☐ funding proposal (if applicable)
  ☐ conference presentation
CSCI Resident Research Award Frequently Asked Questions (FAQ)

1. Can a resident, who has completed a three year fellowship but is not Royal College eligible nor AHS funded but is registered with PGME apply?

Yes, this resident can submit, as long as the resident research project was conducted during a RCPSC/CFPC training program at a Canadian medical school.

2. Is it possible for two people to apply, if we worked in the project together?

Only one application for each project can be submitted. The submission should be by one resident, the primary contributor.

3. Just wanted to get a better idea of what exactly the bio should contain? Should it be a brief synopsis of past research, current research, background education?

There is no specific outline for this biography. It is recommended you write a short paragraph that includes the following: brief description of your current position, brief synopsis of your current research, and future potential of your research.

4. Am I only eligible to apply if I am the primary contributor to everything on the checklist?

On the checklist, only mark the components in which you are the primary contributor. You can apply again next year.

5. If I apply with my project and do not get chosen for the award, may we apply again in later years?

There is no limit on the number of times you can apply.

6. Can I submit more than one project?

Yes.

Thank you for reading!

Stay tuned for the June PG Post!