

BPAS : Stakeholder Consultation

April 14, 2019



Best Practices in Application and Selection Report

Final report from University of Toronto PGME




- Develop recommendations to:
 - ensure training of the right mix of physicians according to societal needs
 - create an implementation strategy of BPAS at the University of Toronto
- 13 principles and 20 best practices in 8 categories
 - Transparency
 - Fairness
 - Selection criteria
 - Process
 - Assessors
 - Assessment instruments
 - Knowledge translation
 - Ranking
- AFMC endorsed BPAS principles and practices
- Faculties report back in October 2018 on progress

CaRMS BPAS Working Group composition

Name	Title	University/Organization
Dr. Lisa Welikovitch	Associate Dean, Postgraduate Medical Education	Calgary
Dr. Ian Epstein	Program director, Core Internal Medicine Residency Training Program	Dalhousie
Dr. Carolyn Nessim	Program director, Surgical Oncology,	Ottawa
Dr Olivier Fortin	Resident, Neurology, PGY2	McGill
Dr. Evelyn Sutton	Associate Dean UGME	Dalhousie
Karen Fedato	Registration/Administration Manager Postgraduate Medical Education	University of Calgary
Maylynn Ding	VP Education, CFMS	NOSM
Pierre-Olivier Tremblay	Secretary General, FMEQ	Montréal
John Gallinger	CEO	CaRMS
Geneviève Leroux	Manager, Client services	CaRMS
Thea McCarthy	Senior Executive Assistant to the CEO	CaRMS

Program goals

Program goals

Please include a statement of the overall mission of your resident training program, as reflected in mission statements, accreditation documents, goals, and objectives 

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Our resident's will demonstrate exceptional **interpersonal skills, clinical skills, research experience and academic excellence**. They will be active members of our community, witnessed through their **volunteer efforts**. Our program believes in a positive work/life balance and encourages participation in **extracurricular activities**.

In addition, we place significant emphasis on **team work**.

Selection process goals

Selection process goals

Identify the skills and attributes of a successful applicant for your program. Ensure these are linked to your program goals. 

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  Formats ▾ **B** *I*          

Identify applicants who have demonstrated ability to **interact appropriately with patients and colleagues alike**.

Identify applicants **interest in internal medicine**, and those who will develop into **exceptional internal medicine physicians**.

Identify applicants who have demonstrated attributes highlighted in the **CanMEDS 2015 roles**

Identify applicants who have demonstrated **ability and enthusiasm** to learn and are able to **adapt** to the various demands of internal medicine residency training

BPAS recommendations

Programs must establish a comprehensive set of **program-specific criteria** that will allow thorough assessment of all candidates

Programs should explicitly and publicly state the **processes and metrics** they use to **filter and rank candidates**, including on program and CaRMS websites



File review process

File review process

Describe the process by which your program selects applicants for an interview.

1.* Describe the composition of your review team: i

Our review team is composed of the program director, chief resident, program administrators and designated faculty members.

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2.* What is the average number of applications received by your program in the last five years?

- 0 - 50
 51 - 200
 201 - 400
 401 - 600
 601 +

Include additional pertinent information, if any:

The number has grown in recent years, and is expected to grow.

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3.* On average, what percentage of your applicant pool is offered interviews?

- 0 - 25 %
 26 - 50 %
 51 - 75 %
 76 - 100 %

Include additional pertinent information, if any:

There maybe some exceptions.

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File review process cont.

4 * Identify what you are evaluating within each of the file components listed below during file review. If a file component below is not considered, please insert "We do not evaluate this file component" into the criteria field.

File component	Criteria
CV	Optional: we evaluate the content, including research, publications, electives
Electives	Clinical evaluations (in particular those from internal medicine rotation or elective)
Extra-curricular	Volunteering (medical and non medical) and mentoring
Leadership skills	Holding office in a student government, club, or organization
MSPRs	Demonstrated interpersonal skills
Personal letters	Interest in discipline and program location
Reference documents	Positive interaction with colleagues and patients
Research/Publications	Interest in participating in future research projects
Transcripts	Academic performance

Other file component(s):

MCC QE1 Part 1 results, academic performance

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Interview process

Interview process

Describe the process by which your program conducts interviews.

1.* What kinds of format do you use to conduct your interviews? (Check as many as apply)

- Traditional (one on one/two on one)
- Panel
- MMI or rotating station
- Other

* Please specify:

Skype

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2.* Do you accommodate applicants who are unable to attend an in-person interview ?

yes no

* Details

- Routinely
- Due to weather or unforeseen circumstances

Interview process (cont.)

3.* Identify what you are evaluating within each of the interview components listed below during an interview. If an interview component below is not considered, please insert "We do not evaluate this interview component" into the criteria field.

Interview components	Criteria
Collaboration	Promotion of high-quality patient care through working in a team environment
Collegiality	Behaviour, attitude, ability to work well with others
Communication skills	Ability to speak and write in English
Interest in the discipline	Demonstrated ability to play the role of the internist as a detective and compassionate physician
Interest in the program	Demonstrated interest in living in a rural setting
Leadership skills	Involvement in the continuous development and improvement of medical care
Professionalism	Correspondence with staff and chief residents
Punctuality	Interview arrival time
Scholarship	We do not evaluate this interview component

Other interview component(s):

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BPAS recommendation

If programs systematically use **information other than that contained in application** files and interviews, this must be consistent, fair and transparent for all applicants



Information gathered outside of CaRMS application

Information gathered outside of CaRMS application

Identify if any information gathered outside of the CaRMS application and your local interview process is used for evaluating purposes.

* Please select::

- We do not consider any information gathered outside of the CaRMS application and local interview processes.
- We may consider information gathered outside of the CaRMS application and local interview processes.
Check all that apply:
 - Social interaction during program related events
 - Communication with program
 - Social media
 - Unsolicited reference letters
 - Unsolicited email references
 - Solicited or unsolicited verbal information on a candidate's prior performance
 - Solicited or unsolicited feedback from colleagues and co-workers
 - Other

Ranking process

Ranking process

Please indicate what behavior exhibited during the interview process might prevent an applicant from being ranked by your program.

* Check all that apply:

- Unprofessional or inappropriate behavior
- Did not attend interview
- Interview performance was not competitive
- Other

* Please specify:

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Milestones



How will programs be supported through this change?

What	When
Initial email announcement of the change to PG/UG/SA, learner groups, and other key stakeholders	Apr-19
Support documentation created by working group and distributed to PG offices and programs	May-19
Articles created and added to CaRMS Help Center	May-19
Live and recorded webinars	May-19
Communiqués for all audiences in matches – beginning with MSM opening in June 2019	May-19