

MEETING MINUTES

Postgraduate Medical Education Advisory Committee (PGMEAC)

Friday, April 28, 2023 | 12:00 – 2:00 pm
Zoom Meeting

Present:	Meredith Giuliani (Chair), Caroline Abrahams, Petal Abdool, Adelle Atkinson, Ahmed Al-Awamer, Mary Bell, Susan Done, Michele Farrugia, Hadeel Aljazzaf, , Eric You-Ten, Jeannette Goguen, , Anne Davies, Mojgan Hodaie, Stu Murdoch, Gloria Ma, , Vincent Lin, Linda Probyn, Giovanna Sirianni, Adrienne Tan, Kevin Weingarten, John Granton, Charlie Guiang, Heather Flett, Maureen Morris, Lisa St. Amant, Melissa Kennedy, Laura Leigh Murgaski, Samantha Chin (Recorder)
Guests:	Nirit Bernhard, Paul Tonin
Regrets:	Jackie James, Lindsay Baker, Savannah Clancey, Andrea Bezjak, Rachel Fleming, Alison Freeland, Larry Erlick, Nicola Jones, David-Dan Nguyen, Jennifer Nguyen Amandeep Rai, Shaheen Darani, Arno Kumagai, Seetha Radhakrishnan , Sheri Johnston, Shari Thompson-Ricci, Cheryl Jaigobin, Walter Tavares, Ashna Bowry, Barry Pakes

1. AGENDA/MINUTES

- a) M. Giuliani welcomed members and provided a brief roll-call of representatives at today's meeting. The agenda was approved as written.
- b) Minutes of the Friday, February 24, 2023, meeting were accepted as circulated.

2. CONSENT AGENDA

Motion to approve the consent agenda was accepted as circulated.

3. NEW BUSINESS

a. BPAS Audits

L. Probyn provided new information regarding BPAS Audits. Currently audits are being put on hold as a BPAS 2.0 is being developed to update the original 2013 document. Also, there is a call out for a Faculty Lead for Admissions and Transitions who will lead the audit process going forward. No current timeline as to when audits will resume. Further updates are planned for Fall 2023.

b. PGME Portfolio Program Update

N. Bernhard presented on the Portfolio program in the MD Program and its carryover into PGME that is systematic and scholarly, and creates a universal curricular offering that can be tailored for individual programs. Key updates included:

- Being piloted with Radiation Oncology program PGY 1-3 Residents.
- Idea is that groups of 6-8 Residents meet with a facilitator who is a relatively neutral person to the Residents.
- Designed to be a two year curriculum program that can be brought in, implemented, and groups can continue to meet after the life of the program.

- Program quite malleable and can fit any program, Residency or Fellowship.

Any programs wishing to obtain further information please email: nirit.bernhard@utoronto.ca

c. Social Media and PHI Policy (*see attachment*)

P. Tonin provided a summary of this policy and the revisions that are underway for all faculty. Key updates include:

- Task force determined it would be worthwhile to include more explicit language around social media to the existing policies of the University of Toronto and CPSO so that it will apply to all Temerty Medicine learners.
- Proposed revisions were approved by HUEC at its March 22, 2023 meeting
- Revisions are on track for approval by Faculty Council at its October 2023 meeting, but feedback is greatly appreciated.
- Web-based resources, which are separate from the policy documents, will also be produced for circulation

H. Aljazzaf brought forth the concern of mistreatment from patient and/or patient family members over social media aimed at a learner and inquired if policy would determine who support would come from for the learner. P. Tonin confirmed policy does not determine as language of policy talks in terms of partnership between the University and the hospitals over jurisdiction. M. Giuliani reinforced that if learners are experiencing mistreatment to reach out where they feel safest for help including the Learner Experience Unit.

d. Health & Safety Guidelines (*see attachment*)

M. Hynes brought the Health and Safety Guidelines to the committee for final approval. Update to document since last it was presented to the Committee:

- Description of situation in which learners must promptly report work to Occupational Health or equivalent.
 - Learners who require urgent/emergent care must immediately go to the nearest emergency room. In circumstances where a learner is unsure if their injury is considered urgent/emergent, they should immediately seek advice from their immediate supervisor.

A. Al-Awamer inquired about the duty of disclosure from the supervisor and/or program and if they have any responsibility to report. M. Hynes and M. Giuliani confirmed the learner has an obligation to follow the guideline for reporting as some learners may not be aware.

The updated Health and Safety Guidelines were accepted and approved with no further changes.

e. PARO Update

H. Aljazzaf provided an update on PARO activities:

- Late March 2023, Ontario government notified PARO that MRRP program no longer needed and program was discontinued as of March 31, 2023.
- As of March 1, 2023, 31 Resident Enhancement Fund (REF) applications submitted, 8 from Toronto sites
- As a result of the Facilities Survey, positive changes are being made such as St. Michael's Hospital installing a fresh food options vending machine

f. Governance Survey

As part of our commitment to continuous quality improvement, PGMEAC committee members completed a short PGMEAC Self-Assessment Survey in 2022. This survey is one of the tools used to monitor and improve PGME governance on an ongoing basis and will be done annually. We are now

seeking updated feedback from committee members with an opportunity to complete the short survey during this meeting. Members not present will have an opportunity to complete the survey until

May 12 and can be accessed via this link:

https://survey.ca1.qualtrics.com/jfe/form/SV_efinEI72v2nqBzo

Results will be brought back to the Committee at meeting in Fall 2023.

g. **CaRMS Report** (*see attachment*)

C. Abrahams presented an update on the following:

R1 CaRMS Results

- Nation-wide there were 351 unmatched positions after the 1st Iteration and 110 after the 2nd Iteration
- After 1st Iteration on March 22, 2023, the University of Toronto had 3 unmatched positions (2 in Family Medicine, 1 Psychiatry)
- 2nd Iteration was blended match for both CMGs and IMGs and open to current residents as a means to transfer
- 21 unmatched University of Toronto MD learners; supports provided through career advising units by OLA as confirmed by C. Guiang.

C. Abrahams confirms a survey will be distributed to invite the programs to indicate their desire for number of positions for the next Match for both CMG and IMG as well as Internationally Funded Learners outside of the Match. Much of what will be asked in the survey are around expansion plans as the University is in a 4-year expansion plan of PGY 1 positions and further expansion of this plan by the Government of Ontario.

h. **Voice of the Resident (VotR) Survey**

C. Abrahams provided an update on the Voice of the Resident survey. VotR was recently sent out at the end of March 2023. Residents were provided with a link to the survey which is unique to each Resident. There is currently no deadline for completion of the survey and it can take 30-minutes to complete. Currently the overall response rate is about 24% and the target is a response rate of 50%.

It is of note that Family Medicine provides protected time to their Residents at all sites to complete survey; other programs may wish to utilize this protected time method. It was also brought up that links to the survey can be resent to Residents the day of protected time to provide ease of access to Residents. A. Tan also remarked that placing a moratorium on all other surveys from programs at time the VotR is deployed may help with response rates. H. Aljazzaf also recommended that a reminder about the survey can be placed in onboarding emails for Residents. C. Abrahams clarified the survey is intended for Residents who have been in their program for at least a year.

There are incentives in the form of prizes and the survey can be completed on a mobile device.

Residents should look out for an email with the subject line "Action Requested: Voice of the Resident Survey" as it may be filtered to their junk folder.

i. **Streamlined Hospital Onboarding WG Update**

M. Giuliani provided key information and updates regarding onboarding for new and returning residents:

- M. Morris and PGME staff have worked to ensure two new modules (The Code training and PPE) will be available as of May 12, 2023 that will be completed centrally on POWER and accepted by our hospital partners.

- Plans in place to resurvey learners in July 2023 after the Welcome Event about their experience with onboarding.
- Learners are informed that if they feel they are experiencing redundant events with onboarding to notify PGME
- A Best Practices Recommendations for Onboarding will be brought by the working group to HUEC

j. New Communications Officer

M. Giuliani drew attention to an announcement of a new communications officer, Lynsey Mellon, who is working with the Vice Dean’s office in the Temerty Faculty of Medicine.

In efforts to streamline emails to program directors, a monthly newsletter from PGME is being developed to provide updates on accreditation, the Faculty Leads, and a section with pertinent information and updates. The aim is to go live in July and to bring this discussion back to the Committee for input and recommendations.

k. Work Permits Update

M. Morris shared the recent Public Service Alliance of Canada (PSAC) announcement of the strike as of 12:01am on Wednesday April 19, 2023. Since PSAC represents the federal workers for a number of agencies it will affect some of the immigration and Service Canada units we rely on to process work permits our international learners . For more information, please refer to the [memo from our external immigration counsel](#).

Communication was shared broadly to all of our education leads and PG learners last week. The PGME office will continue to monitor this situation as it develops. More information will be provided as it becomes available.

S. Chin also noted the measures in place for learners renewing their work permit to continue working should their applications be delayed due to the strike that has been communicated to affected learners by the Visa Team at PGME. H. Aljazzaf also noted the great stress this strike places on Visa Trainees. Reminders will be sent out reminding learners to reach out to OLA for personal, professional, or academic support.

Next Meeting: All PDs/FMSDs | Friday, June 2, 2023; 12:00 – 2:00 pm – virtual