

## Postgraduate Medical Education Advisory Committee (PGMEAC)

Friday, January 28, 2022

12:00 – 2:00 pm

Via Zoom

### MINUTES

**Present:** Meredith Giuliani (Chair), Caroline Abrahams, Reena Pattani, Mary Bell, Stacey Bernstein, Andrea Bezjak, Alis Xu, Paolo Campisi, Mergim Binakaj, Ben Cassidy, Savannah Clancey, Richard Walker, Susan Done, Larry Erlick, Michele Farrugia, Rachel Fleming, Giovanna Sirianni, Stu Murdoch, Alison Freeland, Adelle Atkinson, Adrienne Tan, Karl Iglar, Maureen Morris, Lisa Bevacqua, Charlie Guiang, Jackie James, Linda Probyn, Heather Flett, Melissa Kennedy, Shannon Spencer, Arno Kumagai, Mojgan Hodaie, Laura Leigh Murgaski, Charlene Sturge (Recorder)

**Guests:** David Hall, Walter Tavares

**Regrets:** Patricia Houston, Eric You-Ten, Nicola Jones, Barry Pakes, Jeannette Goguen, Kevin Weingarten, John Lloyd

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#### 1. AGENDA/MINUTES

- a) M. Giuliani welcomed committee members to the meeting. The agenda was approved as written.
- b) Minutes of the Friday, November 26, 2021 meeting were accepted as circulated.

#### MATTERS ARISING/REGULAR UPDATES & FOLLOW-UP

##### 2. Resident Report

A. Xu provided an update on PARO activities:

##### **RDAW**

February 7-11 is **Resident Doctor Appreciation Week** and PARO reps will be providing treats to residents in hospital lounges. As we do not have GC reps located at all hospital sites, our staff lead Sarah Reyes may reach out to PAs or chief residents at certain sites to ask for help with the purchase and distribution of treats for their site.

It is important for programs to think of ways they can show appreciation to all of their residents, especially during this difficult and stressful time.

At our Site Meeting on January 17<sup>th</sup> the PARO reps brainstormed ways they would like to be appreciated and produced some ideas, which we will share to help with your planning:

- Catered meals provided for residents, preferably healthy food, (not just fast food), and including vegetarian and vegan options.
- UberEats gift cards, or other gift cards to allow residents to buy their own meal; or gift cards for Starbucks or Tim Hortons.
- Staff show appreciation for residents for all of their hard work by writing them a thank you card or email. Even better if it highlights specific skills/achievements/work of the individual resident.
- One day during the week that residents can get a free beverage of their choice, (coffee, tea, etc.)

provided by restaurants at the hospital.

- At other sites we have heard of hospitals/PGME partnering with vendors at hospitals for this: they contact one of the vendors at the hospitals and arrange that residents show their hospital ID, get a free drink, and then hospitals or PGME pays the bill afterwards.
- Allow residents one day during the week to sleep in and come in later to the hospital, say 10am.
- Providing residents with free hospital or PGME swag: such as fanny packs or cross bags, sport socks, high quality and comfortable T-shirts, zip-up hoodies, etc.
- Increased awareness around the hospital that it's RDAW, such as posters, emails, word of mouth, etc.

### **PGY1 Orientation**

Each year PGME hosts a PGY1 Welcome Reception to help welcome new residents and PARO reps attend. Although it is early, we were wondering if a date for the event has been selected yet and if there is discussion if it will be virtual or in-person?

A: Date of PGY1 Welcome Reception is Wednesday June 29, 2022 from 3:00 to 5:00 pm. PGME will follow the guidance of Public Health Ontario and provide an update on whether event will be virtual or in person.

### **3. PAAC Report**

S. Clancey reported on recent PAAC activities:

- Two upcoming sessions for program administrators: The first session is booked for February 9<sup>th</sup>, which will be wellness. The second will be a professional development session on February 25<sup>th</sup>, sharing how to integrate apps within Microsoft Suite into daily workflow.
- Planning underway for the annual Program Administrator Appreciation event on May 4<sup>th</sup>. Typically, this would be held during Administrative Professionals Week, however we have decided to push it back a week based on feedback we received last year so it doesn't conflict with events that programs and hospitals are hosting for their administrators.
- PAAC will be reviewing the award description and nomination criteria in the upcoming weeks. The call for nominations will be sent out in February.
- PAAC is still recruiting for a secretary to sit on the Executive (the position has been vacant since July). An email will be sent to the Business Operations Managers for their assistance in filling this position.

### **4. COFM**

Discussions focused around the current Omicron wave, redeployment and MRRP. There is increasing alignment on the use of the MRRP at the different schools.

COFM shared that some schools are giving sponsored trainees a Lieu Day in lieu of being paid either because their sponsors haven't responded to allowing them to participate in MRRP or because of the concern of tax complications by some trainees. A good consideration for Program Directors.

### **HUEC**

Discussions continue both at the training level and the faculty level around onboarding, credentialing and the modules in making the requirements more streamlined for trainees and faculty.

### **5. Accreditation Follow Up and IRC Update (see attachment)**

L. Probyn provided an update on accreditation follow up and IRC activities, which included:

- Continuing the focus on work with Action Plans and 3-Year follow-up for programs: to date, have reviewed 32 programs, and 12 Action Plans
- Accreditation Planning is underway in preparation for upcoming programs that will be reviewed in 2022 and 2023

- PGME very aware of increased stress of pandemic and are advocating on behalf of programs who wish extensions to accommodate their impacted needs

## 6. Wellness Update

C. Guiang provided information from the Office of Learner Affairs (OLA):

- Private spaces for PG learners to use when they need to make a patient call or have an interview as needed is being explored. There are spaces assigned at McCaul (with FOB access) that can be used, but OLA is looking for additional spaces at the hospitals to support these needs.
- A reminder that all trainees can reach out to OLA for support and guidance on burnout, stress or anything that may need an accommodation (interim or longer term) by emailing [OLA](#) directly
- OLA is pleased to share that there are Learner Life Specialists available to meet with trainees to provide support in any way and can email [ola.reception@utoronto.ca](mailto:ola.reception@utoronto.ca) to book an appointment

## 7. MD Program Update

S. Bernstein shared key updates from the MD Program including:

- AFMC announced that visiting electives will be cancelled for the Class of 2023, which means next fall the current third-year students will not be doing visiting electives, but will be able to do home electives which provides an opportunity for career exploration
- EPA pilot rollout has been delayed for a full year due the current exhaustive pandemic needs
- Year four students will be transitioning to participation in seeing COVID positive patients with AGMPs
- Students who are in office placements that are not fully affiliated with a hospital site will be equipped with N95 masks

## 8. COVID Updates

### Sponsored Trainees Lieu Day

Discussed in COFM section.

### MRRP and Redeployment Update

A **central contact list** of point persons and VPs Education at each site has been circulated to the main contacts at the hospitals. It is confidential and will not be distributed widely, but if a member feels they need this list, please reach out to PGME.

**MRRP** is well underway, with the majority of redeployment activities going through MRRP. Hospitals are getting the affected volunteers into their payroll system promptly.

PGME is collecting data from sites on voluntary redeployments and will submit a report to the programs after the current wave has subsided.

PGME will be reaching out to programs to refresh the central block-based redeployment lists for the next block as things have changed significantly since this was last done.

## NEW BUSINESS

### 9. CBME EPA Completion Guideline *(see attachment)*

The Royal College recently sent out a communication explaining their support of flexibility for programs meeting EPA requirements during the pandemic uptake. PGME is recommending suggestions/guidance on how to modify educational activities and how to best manage expectations for individuals who are impacted by this current wave. A reminder to document any agreements to changes that take place.

## 10. Royal College Spring Exam Update

The Royal College sent a communication this week that they will be moving ahead with planned spring exams. Exams centres will be open across the city for trainees. PGME is here to support programs and residents who will be participating in exams.

## 11. Sponsored Trainees Application Process/Timelines for 2023-2024 *(see attachment)*

S. Spencer provided an update on the application process for sponsored trainees:

- Six countries have an agreement with PGME for sponsored trainees. If a program has a prospective applicant from a different country, PGME will work with you to determine their eligibility to sign an agreement.
- Applications for residency training must be sent to PGME directly from the sponsoring agency
- If interested applicants contact your program directly, please direct them to the PGME International team at [pgme.international@utoronto.ca](mailto:pgme.international@utoronto.ca)
- Internal application deadlines at PGME and then sent to programs for review (dissemination is around April)
- All applications for training (new and extensions of training) must be approved by PGME and the sponsor, **prior** to any offers being extended
- PGME is open to receive feedback on deadlines from programs and can submit to AFMC on their behalf
- Programs can review applications via the Sponsored Trainee Applications Registry (STAR)
- Programs offer interviews to candidates of their choice and follow the deadlines for offering positions
- All residency admission deadlines are made by the Program
- Any concerns or questions regarding sponsored trainees, please contact [Shannon](#) directly
- If you are considering having sponsored trainee(s) in your program and this is new for you, please reach out to [Shannon](#) who will guide and support you through the whole process

## 12. Best Practices for Selection of CaRMS Interview Panels

Questions and concerns were shared by PDs about the disclosure of one's identity and to better understand the purpose of the statement of declaration.

While this questionnaire is voluntary, the purpose is to have the selection committee be mindful of the Temerty Medicine's mandate to incorporate equity, inclusion and diversity into the selection committees. This also encourages discussion amongst programs and their mandate of how to make someone feel included when they arrive into the program and have a baseline of supports as needed.

Leads from the OID office will be invited to a future PGMEAC meeting to provide information and best practices that align with the TFOM. The aim is to have them in the early fall well ahead of next year's CaRMS interviews.

Two great resources are:

[Temerty Medicine EDIIA Guidelines](#)

[Office of Inclusion & Diversity Resources](#)

**Next Meeting | Friday, February 25<sup>th</sup> at 12:00 pm via Zoom**