



Postgraduate Medical Education Advisory Committee (PGMEAC)

Friday, June 26, 2020

12:00 – 2:00 pm

500 University Avenue; PG Boardroom A

MINUTES

Present/Teleconference: C. Abrahams(PGME), A. Atkinson(Peds), G. Bandiera (PGME-Chair), M. Bell(CPSO), S. Bernstein(UG Clerkship), A. Bezjak(Rad Onc), P. Campisi(OHNS), S. Done(Lab Medicine Programs), L. Erlick(Dir. UG & PG Medical Educ, SHN), M. Farrugia(ObGyn), L. Fechtig(PGME), M. Fefergrad(Psychiatry), S. Glover Takahashi(PGME), J. Goguen(Int Med), K. Iglar (Dir. PGME, SMH), J. James(VP Educ Sinai Health System), N. Jones(CIP), M Kennedy(PGME), A. Kumagai(Medicine Sub-Specialties), J. Maggi(PG Wellness), M. Mah(DOM Manager), A Matlow(PGME), Morris(PGME), Laura Leigh Murgaski(PGME), S. Murdoch (DFCM), B. Pakes (PHPM), L. Probyn (PGME), S Spencer(PGME), C. Sturge (PGME), S. Willmott (PARO)

Regrets: L. Bahrey(Anesthesia), E. Bartlett(Diag Rad), B. Baumgart (PAAC), M. Cada(Peds Subspec), P. Houston(UG Vice Dean), R. Levine(Surgery), J. Lloyd(Ophthalmology), G. Sirianni(FM Enhanced Skills)

1. AGENDA/MINUTES

- a) G. Bandiera welcomed committee members to the meeting. The agenda was approved as written.
- b) Minutes of the Friday, April 24, 2020 meeting were approved as circulated.

MATTERS ARISING/REGULAR UPDATES & FOLLOW-UP

2. Resident Report

S. Willmott provided an update on PARO activities:

- PARO sent out the RDoC Accreditation survey to all Toronto residents in May and a reminder in June. Responses will continue to be monitored
- On June 24th, the Toronto Team held a PARO Zoom orientation for incoming Toronto PGY1 residents, which was very successful with over 100 attendees. Now PARO is working directly with programs to send out call kits
- PGME will provide an update to all Programs once they receive the information from the MoH regarding trainees vacation and how it will be managed next year (carry over or pay out)

3. PAAC Report

Recent PAAC activities included:

- PAAC Award Nominations closed June 3, 2020
- There are 20 nominees for the Administrative Excellence and Leadership Award and 3 nominees for the Innovation award.
- The Awards Subcommittee is currently reviewing and ranking the nominations
- The award recipient will be announced in early September and we hope to celebrate with the awardees in the new academic year – pending COVID-19 protocol
- All other projects and surveys are ongoing. The PAAC will meet again on July 14th to review current activities

4. COFM

There have been many decisions around electives. UG has postponed all electives for the upcoming academic year. PG has postponed electives for all Medicine programs across the country only for blocks 1 to 3 with no decision on future blocks to date, all other programs can proceed as planned.

The decision has been made that CaRMS interviews will be virtual this year. National working groups will develop guidelines and best practices for programs across the country by early July.

Incoming trainees arriving from outside of Canada must self-isolate for 14 days prior to starting clinical duties.

HUEC

Ten-day return to Clerkship course will be mandatory for all UG trainees as they have been out of the hospital setting since March due to pandemic – this will be completed prior to their July 6th start date. PPE virtual and in-person training is mandatory for all PGY1 residents and must be completed prior to July 2nd. Hospitals are responsible for providing in-person training and an attestation will be required from each trainee upon completion. This will be submitted to PGME and then sent to programs for their records. The online modules can be found [here](#). There will continue to be refreshers and SIM training for PGY2s and up.

ATLS/ACLS training needs have been identified by each program.

5. New Redeployment Plan

G. Bandiera provided an update that all trainees have submitted their selection of one block of redeployment and we now have a complete roster of trainees for each site for the whole year. Programs have been actively involved with the streamlined decision-making of placements at sites.

6. BPEA (see attached)

The overall entrustment scale has been refined with new labels and descriptors, which now reflect the specific encounter and does not confer overall entrustability as that decision is made at the Competency Committee. These new scale labels will be updated this week and will replace the old ones.

7. Accreditation 2020 (see attached)

L. Probyn provided an update on Accreditation 2020, which included:

- The November 2020 accreditation visit will be virtual and will take place over a two-week period on November 22 – 27 + 1 week (before or after)
- RC Pre-Survey Visit will be on **Friday July 24th**
- CFPC Pre-Survey Visit will be on **Tuesday August 11th**
- Revised documents are still be uploaded to the AMS
- There will be workshops at the end of August/early September for Program Directors to prepare them for the accreditation visit – four dates will be offered to select from
- There will be workshops in early October for Program Administrators to prepare them for the accreditation visit – four dates will be offered to select from

8. Visa Trainees Update (see attached)

S. Spencer provided a report on Visa Trainees, which included:

- With the assistance from the IRCC, international trainees can come to Canada without the biometrics completed prior and it will be done at port of entry.
- 411 incoming international trainees
- Trainees must self-isolate for 14 days, prior to starting clinical activity

- International trainees arriving without previously made housing arrangements can seek assistance through PGME by contacting: lisa.bevacqua@utoronto.ca
- Extensions provided to almost 100 trainees who have needed to stay to complete their training past June 30th due to the pandemic; or cannot get back to their country due to airports not open. Funding to support some of these extensions was provided by the generous donation of the Temerty fund
- Both MCCEE and MCCQE1 will be accepted from international applicants in keeping with other Canadian schools
- PGME continues to receive applications from international trainees. We appreciate your willingness and flexibility to review
- PGME will extend the deadline for applicants to PGY1 positions to provide flexibility (mid-August)
- In keeping with last year, the PG National Deans will institute principles and deadlines for 2021 offers for visa sponsored trainees, including PGY 1, MSM, PSM and FM-ES. These will be communicated when final.

The full report can be found in the attached slides.

9. Continuous Improvement Working Group Recommendations (see attached)

A. Matlow shared the purpose of the CI Working Group which is to provide advice regarding the support and oversight of continuous improvement activities at U of T Learning Sites to improve the educational experience. The following are recommendations to optimize oversight and management of CI activities at learning sites.

PGME should:

- Develop and distribute a summary document for stakeholders including department chairs and site education leads (e.g. vice-chairs of education, education directors) to outline the data and reports that are currently available in POWER and other sources (e.g. VOTR survey, internal review (IR) findings etc.). Clarify data ownership, access and reporting structures.
- Develop guidelines that outline the expectations for learning sites as relevant to Institutional Standard 9. Interpretations of the requirements and practical examples...should be provided.
- Develop guidelines that clarify when a residency training program (e.g. program director, site director etc.) should inform the learning site (e.g. vice-chairs of education, education directors) of relevant site-specific issues identified.
- Ensure upcoming improvements to Elentra with regards to rotation and teacher evaluations are informed by the expectations of learning sites relevant to Institutional Standard 9.

Review and consider:

- The frequency of site-specific Internal Review Summary Reports
- The frequency of TES and RES summary reports
- Consider adding site-specific alerts to POWER and determine how best to relay relevant information to site education leads.
- Determine whether the information currently available to learning sites is sufficient to meet the minimum requirements of Institutional Standard 9.
- Determine reporting expectations from sites to PGME to monitor that Institutional Standard 9 requirements are being met.

All recommendations were **approved** by the PGMEAC members and next steps to carry out the recommendations will be planned in the near future.

10. Registration/Onboarding Update (see attached)

M. Morris reported on important reminders regarding registration and onboarding:

- Updated integrated privacy and cyber bullying module is in place at all hospitals so that the trainee only has to complete it once
- HUEC approved a three-month grace period to the end of September for TB testing to be completed by trainees – due to the pandemic
- Online registration is in place for all incoming and continuing trainees reducing the requirement to come into the PGME office as protective safety measures are still in place to reduce in-person contact

Next Meeting | September 18th at 12:00 pm via Zoom