

**Subject:** Tips for PGME Education during COVID-19  
**Date:** Friday, March 20, 2020 at 7:34:48 AM Eastern Daylight Time  
**From:** pgmestafflist-l: PGME Staff List on behalf of Associate Dean PGME (Dr. Glen Bandiera)  
**To:** PGMESTAFFLIST-L@LISTSERV.UTORONTO.CA  
**Attachments:** image001.png, Wellness Link\_COVID 19 Physician Resilience and Stress Inoculation3.pdf

To: Residency Program Directors, Residency Program Administrators, Fellowship Directors and Administrators, Family Medicine Site Directors, VP Education, Vice Chairs Education, HUEC, Clinical Department Chairs, Hospital Medical Education Staff  
cc: PGME Staff



## **TIPS FOR PGME EDUCATION** *during COVID 19* March 19, 2020

### **Adjustments to Timing for PGME Educational Activities 19-20**

- Given the volume and fluidity of changes, **consider** how these educational priorities work for your residents and program:
  1. **Consider pausing** all organized, structured and group educational activities for the balance of the block (i.e. April 5<sup>th</sup>). Keeping connected is important in these challenging times, so it is likely beneficial to organize a remote, regular resident check-in.
  2. **Focus** April and May educational efforts on the needs of those residents who are scheduled to leave your program. Work with leaving residents to identify specific needs and gaps.
  3. **Plan** in May and June for the onboarding of the new residents.

All residents who are not working clinically or those wanting personal study options, can be directed to the educational and library resources below to self-organize individual or group study.

### **PRINCIPLES for Residency and Fellowship Educational Programming** *during COVID-19*

- Patient care delivery, per the direction of the assigned hospital, is the primary focus for all.
- Safety of residents, faculty and all health professionals is paramount.
- Wellness advice can be found [here](#) and ongoing resident support is available through the PGME office, by contacting [pgwellness@utoronto.ca](mailto:pgwellness@utoronto.ca) or Dr. Julie Maggi directly [julie.maggi@utoronto.ca](mailto:julie.maggi@utoronto.ca)
- Watch for **COVID-19 PGME updates** <https://pg.postmd.utoronto.ca/the-latest-on-covid-19/>

## Options Remote/Online Teaching Platforms

- University of Toronto has 3 platforms that residency and fellowship programs have access to.
  - o **Quercus Bb Collaborate:** currently set up and available for all residency programs without fee. Can run large and small groups. Can organize 'rooms' open for residents and faculty to come and go on their own, without admin setup.
  - o **Teams:** available for all programs with access to Office365. Can run large and small groups.
  - o **Zoom:** available for purchase as well as a free/open version. Can run large and small groups.
- SEE comparison chart (below) to help your determine which one(s) work best for your residency program. BEST to use 1 (or 2 platforms) across department/division.
- **Need help with remote PGME education:** Contact education team via [cbme.facdev@utoronto.ca](mailto:cbme.facdev@utoronto.ca) or Susan Glover Takahashi [sglover.takahashi@utoronto.ca](mailto:sglover.takahashi@utoronto.ca)
- We're here to help you navigate the available local, national or international resources for your program

## CBME/CBD Expectations:

- We understand that EPA completion is challenging during COVID-19
- All Residency Program Committees and Competence Committees should exercise flexibility regarding expectations of Residents and Faculty during the affected blocks.
- Please use your discretion about if, when and how resident and faculty will complete EPAs.
- Competency Committees have the discretion to confirm resident progress based on available data.
- When completing EPAs, please consider using the "complete and confirm via email" mode if you want to avoid the back/forth completion on a single device (i.e. limiting the potential for COVID-19 exposure.)
- PLEASE communicate this message to your Residents, Faculty and Competence Committee Members
- PGME will be monitoring EPA completion centrally as this situation unfolds
- If you have further questions about CBD, please contact Lisa St. Amant via [cbme.pgme@utoronto.ca](mailto:cbme.pgme@utoronto.ca)

## Ongoing library support for residents, fellows and faculty

- Library support for their research or online learning support is available here: <https://onesearch.library.utoronto.ca/news/get-help-libraries-your-online-teaching-learning-and-research>

## Resources, resources

Here are a few of the most useful resources for residency programs:

- **PIVOT:** <https://sites.google.com/view/pivotmeded/home>
  - o National collaboration of medical educators to help each other **pivot** our curricula in this time of coronavirus pandemic including links to resources by discipline/specialty.
- Online teaching information from the Royal College
  - o <https://icenetblog.royalcollege.ca/2020/03/17/teaching-remotely-in-response-to-covid-19-10-tips-to-improve-your-digital-classroom/>

## OPTION DETAILS: Online Meeting Tools for Residency Education

### General tips

- It's important to be mindful of **patient confidentiality** (i.e. use headphones or private space), confirm attendees list, use anonymized case information whenever possible. It is recommended that the sessions *not* be recorded unless there is a process to review the materials for privacy/confidentiality before circulation/posting.
- **Have a moderator** as well as the teacher/lead. The moderator should take attendance and monitor the comments and questions in the chat. Those comments and chats should be provided to teacher appropriately throughout the session.
- Have a **backup plan** for *each* session (e.g. post or pre-circulated materials and call in number with capacity for anticipated group size)
- Best to use 1 (or 2 platforms) across department/division

FEATURE	Quercus Bb Collaborate	Microsoft Teams	
<b>TOP LINE</b>	<ul style="list-style-type: none"> <li>- Currently is set up and available for all residency programs (can take from 24-48 hours to render due to present load).</li> <li>- Can run large and small groups.</li> <li>- Can organize 'rooms' open for residents and faculty to come and go on own without admin setup.</li> <li>- Up to large group with 250 participants</li> </ul>	<ul style="list-style-type: none"> <li>- Available for all programs with access to Office365.</li> <li>- Can run large and small groups.</li> <li>- Up to large group with 250 participants</li> </ul>	
<b>Online resource</b>	<a href="#">Quercus Bb Collaborate Resources</a>  <a href="#">Teaching with Q &amp; Bb Collab</a>	<a href="#">Microsoft Teams Online Resources</a>	

<b>Who can Create?</b>	<ul style="list-style-type: none"> <li>- Needs to be set using UTORID.</li> <li>- PGME can assist if needed</li> </ul>	<ul style="list-style-type: none"> <li>- Needs to be set using MSOffice 365</li> <li>- PGME can assist if needed</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>
<b>Who can Participate?</b>	Residents, Fellows, Faculty, Also to external, non-U of T	Residents, Fellows, Faculty, Also to external, non-U of T	
<b>Webinars &amp; Online Presentations</b>	<p>2 concurrent options:</p> <ol style="list-style-type: none"> <li>1. Advanced scheduling and share session link.</li> <li>2. Open room space that can be reused</li> </ol>	Advanced scheduling and share session link.	
<b>Instant Messaging</b>	<ul style="list-style-type: none"> <li>- During session chat, questions, comments.</li> <li>- Both public and private IM</li> </ul>	<ul style="list-style-type: none"> <li>- During session chat, questions, comments.</li> <li>- Public IM</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> </ul>
<b>Record Session</b>	<ul style="list-style-type: none"> <li>- Available.</li> <li>- <i>Not</i> recommended unless there is a process to review the materials for privacy/confidentiality before circulation/posting.</li> </ul>	<ul style="list-style-type: none"> <li>- Available.</li> <li>- <i>Not</i> recommended unless there is a process to review the materials for privacy/confidentiality before circulation/posting.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>

PGME, University of Toronto, March 2020. *Comparison table adapted from CTSI: University of Toronto*

Sincerely,

Get the most [recent updates](#) from the Faculty of Medicine on COVID19

**GLEN BANDIERA MD, MEd, FRCPC**

Professor, Department of Medicine  
Associate Dean, Postgraduate Medical Education

**Post MD Education - Postgraduate Medical Education**

**Faculty of Medicine, University of Toronto**  
500 University Avenue | 6th Floor | Toronto ON M5G 1V7  
416-978-6808 | [adpgme@utoronto.ca](mailto:adpgme@utoronto.ca)  
[postmd.utoronto.ca](http://postmd.utoronto.ca) | [Twitter](#) | [Facebook](#) | [YouTube](#)