



Postgraduate Medical Education Advisory Committee (PGMEAC)

Friday, September 24, 2021

12:00 – 2:00 pm

Via Zoom

MINUTES

- Present:** Patricia Houston (Chair), Caroline Abrahams, Eric You-Ten, Mary Bell, Lisa Bevacqua, Andrea Bezjak, Alis Xu, Paolo Campisi, Ben Cassidy, Mergim Binakaj, Savannah Clancey, Richard Walker, Susan Done, Larry Erlick, Mary Bell, Michele Farrugia, Lindsey Fechtig, Rachel Fleming, Stu Murdoch, Alison Freeland, Susan Glover Takahashi, Jeannette Goguen, Karl Iglar, Jackie James, Charlie Guiang, Melissa Kennedy, Jennifer Dare, Arno Kumagai, Mojgan Hodaie, Maureen Morris, Stu Murdoch, Laura Leigh Murgaski, Barry Pakes, Stacey Bernstein, Nicola Jones, Alison Freeland, Reena Pattani, Linda Probyn, Giovanna Sirianni, Shannon Spencer, Lisa St. Amant, Susan Glover Takahashi, Charlene Sturge (Recorder)
- Guests:** Paul Tonin
- Regrets:** John Lloyd, Adelle Atkinson, Adrienne Tan

1. AGENDA/MINUTES

- a) P. Houston welcomed new and returning committee members to the meeting. The agenda was approved as written.
- b) Minutes of the Friday, April 30, 2021 meeting were accepted as circulated.

Learner Affairs Office

P. Houston opened the meeting with the Vice Dean, Medical Education Announcement: Office of Learner Affairs. The learner supports provided by the Office of Health Professions Student Affairs (OHPSA) and Office of Postgraduate Wellness are now being delivered as part of a single Office of Learner Affairs. Residing in the Office of the Vice Dean, Medical Education, the Office of Learner Affairs supports learners from Temerty Medicine's undergraduate medical education (MD and MD/PhD), Postgraduate Medical Education (residents and fellows), Medical Radiation Sciences, Physician Assistant, and Occupational Therapy programs. Under the leadership of Dr. Tony Pignatiello in his expanded role as Associate Dean, Learner Affairs, the Office of Learner Affairs will enable and support the provision of integrated programming and services for and to our learners.

MATTERS ARISING/REGULAR UPDATES & FOLLOW-UP

2. Resident Report

Alis Xu provided an update on PARO activities:

Call Kits

At the beginning of each academic year, PARO provides Call Kits for each incoming PGY1. The PARO call kits are filled with all the essentials a resident may need for their first night on call, such as a toothbrush, toothpaste, sleep mask, lip balm etc. The kits come packaged in an easy to carry PARO cinch bag.

The kits are typically handed out at the Toronto PGY1 Welcome Reception however, due to social distancing protocols currently in place, we sent them directly to each hospital for distribution on July 1st. We want to thank everyone for your help delivering the call kits to all incoming PGY1s.

New Toronto Governance Council

The new Toronto GC team was elected and held our first meeting in August. Dr. Alis Xu is the new Toronto Site Chair for 2021-2022 and the rest of the Toronto GC can be found on the PARO website:

<https://myparo.ca/general-council/Toronto/>. Please note the PARO reps in your program and reach out to them with any questions.

UCheck

Residents have reached out to PARO to inform us that since the implementation of UCheck, (the proof of vaccination system for UofT affiliates including students and faculty), they have been unable to enter any university facilities (e.g., library). They are unable to sign up for UCheck as when they log in, they are told that based on their function, they are not eligible for it. I verified this myself and am in the same situation. In addition, there is a paper-based or offline self-assessment accessible through:

<https://www.utoronto.ca/utogether/ucheck>, but residents have been told that the paper form is no longer valid.

3. PAAC Report

S. Clancey reported on recent PAAC activities:

PAAC had a busy summer recruiting new Executive members as well as committee members. The new Executive members for 2021-23 are: Savannah (Chair), Massih Bidhendi (Vice-Chair), Catherine Wong (Interim Secretary), Bernice Baumgart (Past Chair). Members at large include 7 new Program Administrators who joined the committee.

First meeting of the year was held on Tuesday with planning for the upcoming Information Series with 4 different tracks including Best Practices, General Information Series, Wellness for Admins, and Continuing Professional Development. More details will be shared as they are confirmed.

4. COFM

Postgraduate Education Committee:

- Touchstone Institute – Offer Pre-Residency Programs for Royal College and Family Medicine IMGs and Canadian Medicine Primer for Visa Residents and Fellows to prepare for training
 - Gave annual update
 - Virtual content for next year
 - New simulated content has been developed
- AVP Final Assessment Form – minor edits (section for comments) approved
- Restricted Registration – suggested having a local point person at each school for questions/support

COFM and Ministry:

- PGY1 Allocations – U of T to upload after approval today
- COVID update – MOH Medical Residency Redeployment Program – ended at end of July but considering reinstating this as part of the fall preparedness
- Resident Pandemic Payout – targeting for fall timeline to get payment

PG Deans

- PG Deans would like to request to change timelines of CaRMS back to previous dates, impact on transfers, PGY1 preparedness
- **Amended:** Rogue Electives – “Site Visit” – not allowed – outside of sanctioned approved electives for

UG students and again this year there will be no visiting electives for undergraduate medical students. Only Temerty Medicine students will be allowed to do electives with UofT faculty.

HUEC

Important update shared:

Accreditation Item – Onboarding

The ongoing issue of residents having to do the same orientation at each hospital site as they change rotations. The working group for streamlined onboarding continues to work on better ways to improve this process. A representative from PGME and hospital HR will be on the working group. Legal Council will be at the next meeting to look at what in the current affiliation agreement is going to help with this process and what needs to be in the new affiliation agreement to help ensure a seamless, effective and collaborative approach to make movement for residents between hospitals much better.

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

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

- The Accreditation follow ups have been changed to 3-year follow up (from 2 years).
- IRC has met with all the programs who require an APOR (Action Plan Outcome Report) and provided guidance on what is needed for documentation. Each program will submit an action plan to IRC prior to final submission to the Royal College. To date, three programs have presented their Action Plans and the IRC provided feedback and recommendations to the programs.
- The IRC is doing an institutional review as PG has an APOR and this a new accreditation status.
- Accreditation team is working closely with programs to help address AFIs and reaching out to those who can provide support [engaged Office of Learner Experience and Data Management Integration Group (DMAG)]. Common AFI themes across programs include: learner environment, managing faculty evaluations, hidden curriculum (workshops in place), continuous improvement processes.

6. Learner Experience

S. Bernstein on behalf of the MD Program, shared on the similar accreditation items at the Clerkship level which included: discrimination, the learning environment and mid-rotation feedback. The students are three weeks into their third year and they have not had any in-person clinical exposure for 18 months due to the pandemic. Direct observation is crucial during this transition to clerkship and they will get to do their two-week home electives this year. It is very evident how the student body has been greatly impacted by the pandemic with isolation, academic and personal challenges have all been overwhelming. MD Update will be a standing item on the PGMEAC agenda moving forward.

- **LACT Update** *(see attachment)*

Consistent across MD and PGME is the timely and informative evaluations in the clinical environment of faculty to help them both understand what they are doing well, to point out areas of needed support or remediation, and for academic promotion purposes.

Latika Nurula and Karen Leslie will be invited to present the program with regards to a program for support and remediation of faculty identified as having weaknesses through the LACT process at the next PGMEAC meeting.

C. Abrahams provided an update on the work that is being done with LACT:

- Tool was developed to support the learner experience, ongoing faculty development and enables the alignment of MD and PGME processes and systems for assessment and evaluation
- **New:** LACT Reporting Guidelines were developed by a working group to address confidentiality, reports to clinical teachers in an integrated and timely way, reported will be done centrally by the TFOM, aggregating data and providing reports to clinical departments, courses, and programs;

reporting will be used as one part of a broader group of assessments and performance measures; guidelines to be developed so clinical departments can support concerns about content or outcome of LACT reports.

- Resource document available to support teachers who are struggling or underperforming can be found [here](#)

7. Quotas Allocation Proposal *(see attachment)*

C. Abrahams provided a proposal on quota allocations that were discussed at the July meeting of the Quotas Allocation Subcommittee. The proposal was approved at PGMEAC without changes and will be submitted to the Ministry of Health.

8. PGME Governance Review *(see attachment)*

P. Tonin spoke to the review process that is underway for PGME governance. Based on the recent Accreditation Review, it is required that there be an evaluation of the postgraduate structure and governance. This also reflects a strategic objective of the TFOM Medical Education portfolio to find and enable opportunities for alignment and integration across all three systems (UG, PG and CPD).

A working group will be struck to recommend changes to the existing committee structure and committee terms of reference and a governance evaluation/CQI process. The working group will be advisory to the Vice Dean, Medical Education and Associate Dean, PGME (with changes flowing through PGMEAC and other appropriate governing bodies). This will ensure that the governance structure and committees function as impactful and meaningful as possible, with clearly defined continuous improvement processes.

9. COVID Updates

Proof of Vaccination for PG Trainees

PGME has been collecting proof of vaccination in order to satisfy the need of clinical sites, which are being entered into POWER and those trainees without proof of vaccination will be distributed to hospital sites they are currently at and through to June 2022. If a trainee has had a vaccine out of province (or country), please contact Maureen Morris for guidance on procedure. Those who are not vaccinated (at all or not had both vaccines), it is the hospital's responsibility to provide testing for COVID.

PARO's expectation is that the hospitals and PGME will adhere to confidentiality of vaccination status of PARO members outside of the necessary parameters. Those members with an approved exemption want to ensure that their record will be kept confidential.

Support for PG trainees around the vaccination process and PHI that they are not willing to share, can contact the [PG Wellness Office](#) for direction.

Redeployment

PG trainees have not been redeployed since June 2021. We had previously been doing a four-month tentative list of redeployed trainees and have put a pause on that for now as there is no need at this time.

Next Meeting | Friday, October 29th at 12:00 pm via Zoom