

MEETING MINUTES

Postgraduate Medical Education Advisory Committee (PGMEAC)

Friday, January 26, 2024 | 12:00 – 2:00 pm
Zoom Meeting

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- Present:** Linda Probyn (Acting Chair), Maureen Morris, Ahmed Al-Awamer, Katina Tzanetos, Arno Kumagai, Lisa St. Amant, John Granton, Adrienne Tan, Jackie James, Alison Freeland, Andrea Bezjak, Carolina Mitchell, Damien Noone, Elicia Bryant, Eric You-Ten, Heather Flett, Heather McDonald-Blumer, Janine Hubbard, Julie Johnstone, Laura Leigh Murgaski, Melissa Hynes, Mojgan Hodaie, Nicola Jones, Rachel Fleming, Richard Pittini, Seetha Radhakrishnan, Shaheen Darani, Shannon Spencer, Susan Done, Shari Thompson-Ricci, Stu Murdoch, Caroline Abrahams, Rachel Fleming, Hemen Shukla, Lindsay Baker, Tessa Catchpole (Recorder)
- Guests:** Beverly Bulmer, Sasha Miles, Monisha Basu, Rick Penciner, Veronica Marrone
- Regrets:** Meredith Giuliani, Barry Pakes, Patricia Houston, Peter Wu, Shima Shakory, Hadeel Aljazzaf, Savannah Clancey, Vaibhav Kamble, Vincent Lin, Reena Pattani, Anne Matlow, David-Dan Nguyen, Kevin Weingarten, Nirit Bernhard, Adelle Atkinson, Amandeep Rai, Jennifer Croke, Mark Rapaport, Julia Alleyne, Mariana Da Silva Jardim, Samir Grover, Ashna Bowry
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1. AGENDA/MINUTES

- a) L. Probyn welcomed new and returning members. Motion to approve the agenda as written was accepted.
- b) Minutes of the Friday, November 24, 2023 meeting were reviewed and accepted as circulated.

2. CONSENT AGENDA

L. Probyn noted that there were no consent agenda updates at this time.

3. NEW BUSINESS

a. Unity Health Site Update *(see attachment)*

B. Bulmer, K. Tzanetos and S. Miles presented an update on the Unity Health education portfolio.

S. Miles highlighted the Harmonized Student Mistreatment program and resources, in alignment with LEU. The education portfolio at St Joseph's Health Centre (SJHC) supports faculty in appointments and promotions processes, and 2023 saw a record number of faculty participate. A new Preceptor Metric has been developed in partnership with the Centre for Faculty Development (CFD) and data collection is taking place to capture the voice of the supervisor and determine resources to better support them across all three sites.

Space related updates:

- SJHC and St Michael's Hospital (SMH) have new or updated call room suites
- Students Centres are centrally managed across all sites to universalize data capture
- Multi-faith rooms and breastfeeding friendly spaces are available

- SMH has a Safe Walk program
- Food Services have been expanded to ensure there are options available later in the evening or 24/7, and healthier food options are available in the vending machines.

Policies and processes are being updated to harmonize trainee registration and minimize volume of observers in clinical space to optimize the learning environment. Local level collaborations are ongoing with education leads to identify opportunities for system improvement.

b. University Health Network Site Update (*see attachment*)

A. Al-Awamer provided an update on the University Health Network (UHN) clinical and postgraduate medical education portfolios.

An overview of current facilities was provided, noting new facilities updates, including:

- Two new education centers have been added in the past two years at TWH and PMCC with independent study rooms, exam rooms with clinical equipment (there are now 3 centers total)
- Lactation rooms are available at each UHN site
- The TWH resident lounge has been updated in partnership with PARO
- Complimentary snacks are available in physician learners' lounges
- On demand float on-call rooms will be offered in future

A. Al-Awamer noted that the UHN onboarding process has changed significantly with the implementation of Epic. Improvements include:

- Creation of an Epic foundation training module to reduce training time.
- Epic training exemptions to streamline the onboarding process.
- Learner Onboarding Optimization Project (LOOP).
- Digital tools for learners through UHN (e.g., Microsoft 365).
- Streamlined registration requirements with TAHSN and PGME.

An annual review of registration processes (post-July peak) is in place with engagement from learners and other stakeholders.

A. Al-Awamer provided an overview of learner integration efforts. A UHN Fellowship Council was to improve the working and learning environment specifically for clinical fellows. Working groups will be formed to ensure the key priorities are addressed. Additionally, UHN has developed a Transitions Program to prepare internationally educated clinical fellows before their arrival in Toronto. This program is planned to be expanded in partnership with PGME, to be made available to all incoming international fellows at UofT.

c. North York General Hospital Site Update (*see attachment*)

R. Penciner presented an update on the North York General Hospital (NYGH) education portfolio. The positive impact of the Centre for Education team on the learner environment and experience was noted. NYGH ranked first in resident RES and TES of all GTA hospitals.

R. Penciner shared areas of focus in developing the learner environment/experience: onboarding, structural causes, learner mistreatment, culture. Key highlights include:

- The onboarding experience is entirely virtual but on their first day residents meet the Centre for Education team in person to obtain ID badge and troubleshoot any technical access issues.
- There is a Learner Assistance Pathway, and learner mistreatment policy in place in alignment with the TFOM guidelines.
- "The 4 Essentials of Learner Orientation" is shared with teachers and preceptors and used as a faculty development resource.

- Development of a strong culture of respect at NYGH.

d. PARO Update

M. Basu, PARO Toronto General Council representative, provided an update on PARO activities:

RDAW

- E-mail request was sent out for e-cards, including residents, faculty, and staff to send e-cards.
- J. Hubbard shared the PGME plans for RDAW. PGME will be sending e-gift cards to all fully-registered residents and fellows, including those on leave, to the e-mail address on file in POWER. A notification e-mail will be sent in advance of RDAW to ensure the e-gift card is not overlooked in junk folders.

Upcoming/Recent Events

- Details were sent out to residents re: Cinema night (February 6th) in Scarborough and Comedy night (February 8th) at Yuk Yuk's comedy club.
- Recent successful events include a holiday-themed event at Spin Ping-Pong bar, Jazz Night at The Rex, holiday brunch in Markham and a night at the Toronto Symphony Orchestra which was very well attended.

Collective Agreement

- Arbitration decision has been made re: negotiations on the previous contract re-opener.
- Negotiations for the next collective agreement are able to move forward and the PARO negotiations team is preparing for this.

Call Room Audits

- Audits are underway; members of the General Council are reviewing the call rooms at respective hospital sites to ensure compliance with the collective agreement.
- PARO internal deadline is mid-February to have a sample of call rooms from each site reviewed. The results will be provided to the hospitals to rectify any identified issues.
- M. Basu will clarify with the HUEC representatives if the results will be relayed to UofT individual departments. If not, it was suggested this be implemented so the University can help reiterate the need for call room compliance at sites as needed.

e. Fellowship Update (see attachment)

J. Granton and V. Marrone presented an update on the Fellowships portfolio.

The **remuneration changes** recently finalized by the Fellowship Education Advisory Council (FEAC) were summarized. Key changes include:

- Minimum compensation adjustment (in alignment with PGY3 level).
- Part-time contracts review, requiring approval from VCE or delegate.

An FAQ document has been created to address frequently asked questions around remuneration. J. Granton emphasized the importance of WSIB compliance to avoid liability issues.

Outcomes from the **Strategic Retreat** – held to discuss opportunities to enhance the fellowship experience – were reviewed, including identified priorities and metrics for success moving forward.

V. Marrone noted **upcoming events** for Fellowships community:

- All Fellowship Directors Meeting planned for May 10th (location TBD).
- Winter Welcome Reception for new fellows is confirmed for February 28th at Massey College.

Applications for the **Oreopoulos Fellowship Assistance Grant** will be opening once final approvals are in place, aiming for eight recipients per cohort with three cohorts planned.

J. Granton described the **UHN Transitions Program Pilot**, in collaboration with the University of Toronto. The curriculum is being finalized and will become available to incoming fellows, with the objectives to: 1) Build capacity and knowledge for transitioning to Canadian training; 2) Create networking opportunities, and; 3) Build a community of practice.

f. BPAS (*see attachment*)

D. Noone provided a brief background on the original Best Practices in Application and Selection (BPAS) and outlined the BPAS 2.0 expanded areas of focus. The BPAS team has undertaken outreach and discussions with expert stakeholders across the TFOM. D. Noone shared that a BPAS 2.0 Retreat has been planned for March 4th, to promote discussion, generate new ideas and strategies including a focus on the use of AI in the applications and selection process.

g. POWER/MEITT Update (*see attachment*)

C. Abrahams and C. Mitchell presented an update on PGME Systems.

C. Mitchell described the requirement for **POWER UTORAuth Implementation**, as the current user authentication process is below the information security standards. Multi-factor Authentication (MFA) will be included as a mandatory extra layer of security. PGME and MedIT are working closely on communication to learners to ensure enrolment is in place, ideally before UTORAuth implementation. The timeline for implementation was shared.

C. Mitchell provided an update on **Medical Education Information Technology Transformation (MEITT)** project. An RFP was developed in the summer of 2023; 3 vendors responded and the Evaluation Committee has finalized Phase 1 of the Evaluation process. Phase 2 begins in early February, involving demos and testing.

C. Abrahams gave an update on **Elentra**:

- The Elentra Consortium is being transferred to Achieve, a U.S. based investment firm, effective February 2024 and the Consortium will operate as is until June 2025.
- Given Elentra is the primary platform for CBME for MD and PGME, the TFOM Med Ed and MedIT are working closely to find other options or potentially use the Elentra license beyond 2025.

h. Accreditation Update (*see attachment*)

L. Probyn reviewed the accreditation reporting structure, including the addition of a new AFC Internal Review Subcommittee for this cycle due to increase in AFC programs. L. Probyn advised that the main part of the accreditation cycle, internal reviews of all programs, is upcoming. Three new faculty leads have been brought on to assist with this process.

L. Probyn announced that the upcoming Internal Reviews will be in-person, rather than virtual.

Next Meeting: Friday, February 23, 2024; 12:00 – 2:00 pm | Virtual