

Clerkship Committee

Minutes

DATE & TIME: Thursday, May 17, 2007 at 4:30 pm

PLACE: Undergraduate Medical Education Boardroom

PRESENT: Dr. D. Boone (Chair), Drs. H. White, A. Drover, M. Wells, B. Curtis, L. Dawson, J. Harris, K. Tompkins, G. Sherman, Ms. M. Kent, Ms. S. Ackerman and Dr. J. Hutchinson (Invited Guest)

APOLOGIES: Dr. P. Gardiner and Ms. V. Griffin

Review of Minutes of April 12, 2007

Page 2 under the heading “Oncology Presentation” it was noted that the sentence should read “Members were advised that Ms. Ackerman *has not* met with Dr. Zulfiquar.....”

WHITE/CURTIS

THAT the minutes be approved as amended.

CARRIED

Presentation of Infectious Diseases Theme

Dr. Hutchinson was introduced to members and provided a presentation on infectious diseases in the curriculum highlighting the following points:

- Upon review of the curriculum there are quite a few places where ID related information is taught.
- Ideally the ID curriculum should be linear and any oversights could be handled by Dr. Hutchinson and his associates.
- There would be a beginning, middle and an end with regards to evaluation and the curriculum would be developed with the formative assessment requirements.
- More of the ID curriculum could be delivered on the web which would make it more accessible.
- Currently on the web each section appears to be flowing into another and this could be extended to include an evaluation.

- Currently in the clerkship, Obstetrics/Gynecology and Internal Medicine have included a lecture during the academic half-day and Family Medicine might be another good place to include a lecture. The structure should be the same throughout all disciplines.
- Attempts are being made to obtain a copy of “Therapy Recommendations” that could possibly be introduced as part of the curriculum and would take its recommendations throughout all disciplines assuming that the manpower is available to accomplish this. There was also a question with regards to where this would go if a new curriculum was introduced.

Dr. Wells noted that most people at the retreat agreed that a new curriculum is needed and a review will be done of the different curriculums currently being used in Canada with a view to adapting something to Memorial. Once a decision has been made, implementation will be considered.

Several discipline coordinators indicated that they would be interested in having Dr. Hutchinson lecture during their academic half-day and it was suggested that each should contact him individually to make arrangements.

In summary Dr. Hutchinson noted that he didn’t feel that there were any large gaps except that there may be too much focus on acute hospital care and not enough on outpatient areas which he would like to address in the future.

Business Arising

Review of Leave Policy

It was agreed that this matter would be deferred to the next meeting for a decision.

Update on T-Clerk

This matter will be deferred to the next meeting at which time Kent Hayden will be available to meet with the Committee.

In advance of the meeting, Dr. Boone will arrange to meet with Mr. Butt, student representative, and discipline coordinators to ensure that our requirements are clear and clarification will also be requested with regards to the possibility of combining the T-clerk with One45.

Update Regarding Possible ITER Changes

Dr. Harris noted that the suggestion to change the ITER came from the exit interviews. There is currently a section for strengths and a separate one for weaknesses. Students would like to see both combined under the heading of “strengths and areas for improvement”.

Dr. Boone advised members that the UGMS Committee now has a subcommittee to look at assessment and there may be some changes recommended by them at some point in time.

After further discussion it was decided that once the Assessment Committee is appointed and developed, a representative will be invited to attend this meeting to hear concerns.

New Business

Dean's Letters

It was noted that during the exit interviews there have been many issues with regards to dean's letters and after some discussion it was decided that Dr. Harris would provide a report on the interviews at the next meeting and Dr. Wells will attempt to obtain sample dean's letters from other universities for comparison to ours.

Possibility of Using One45 for Clerkship Grades Distribution

Members agreed that grades should be distributed to students via One45 and Ms. Moss will contact Mr. George Beckett to begin this process.

Review of the Unofficial Clerkship Guide

Members were advised that this document will be distributed to students through the Student Affairs Office beginning in September.

Members were asked to review the document and any issues will be discussed at the next meeting.

Forms for Patient Encounters

Ms. Ackerman noted that the forms are not being completed as they should be and she asked that discipline coordinators remind the supervisor of the proper procedure for completing and signing these forms.

Mandatory Procedures Manual

After some consideration it was agreed that this manual should continue to be used for the upcoming clerkship class beginning in August.

Dates for CaRMS Interviews

Members were advised that the CaRMS interview dates have been released for the Class of 2008 and there will be an effect on the fourth year scheduling in that the month after Christmas will be short by approximately two days for a total of 18 days. Next year the same rotation will be 16 days and the year after 15 days.

Members agreed that the shorter rotation would be okay for the Class of 2008 and the matter would be discussed again for future years.

Ad Hoc Committee for Clerkship Curriculum Review

It was felt that the Ad Hoc Committee for clerkship curriculum review needs to look at possible changes for third and fourth year.

After some discussion Dr. Boone agreed to approach the chair of this committee with a request that they become active again.

Adjournment

There being no further business, the meeting was adjourned.

Darrell Boone, M.D., FRCSC
Clerkship Coordinator

DB/mjm