



Phase 2 Management Team Minutes

Tuesday, May 23, 2023

4:00 p.m.

Webex

Attendees: Amanda Fowler (Chair), Tara Snelgrove, Brian Kerr, David Stokes, Katrin Zipperlen, Shruthi Bandi, Delphine Grynszpan, Heidi Coombs, Maria Goodridge, James Quinlan

Regrets: Jinelle Ramlackansingh, Mary Jane Butler, Michelle Simms, Jennifer Leonard, Alison Haynes

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review <ul style="list-style-type: none">- Review for Conflict of Interest- Confirmation of Agenda	No conflicts	
Review and approval of prior minutes <ul style="list-style-type: none">- Review of action items from previous meeting	<ul style="list-style-type: none">- Motion to approve April 25 minutes: Amanda Fowler- Seconded by: Tara Snelgrove- All in favour	
1. Business Arising		
2. Assessment	<ul style="list-style-type: none">- The next exam is on June 5.- Sometimes have to send several reminders asking for questions.	

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3. PESC	<ul style="list-style-type: none"> - Ongoing discussions regarding attendance. - 	
4. Curriculum Lead	<ul style="list-style-type: none"> - Remove the two Liver PBL prep sessions. - Amanda moved to remove the two Liver PBL Prep. <p>Seconded by Tara Snelgrove All in favour</p> <ul style="list-style-type: none"> - This will be brought to UGMS 	
5. Community Health	<ul style="list-style-type: none"> - The community placement are finished. Expecting assignments soon. - Looking at options for next year - Identify which Community Health sessions are mandatory. 	Add to the next meeting agenda: Community Health assessment changes.
6. Research	<ul style="list-style-type: none"> - No update. 	
7. Physician Competencies	<ul style="list-style-type: none"> - Everything is good. 	
8. Clinical Skills	<ul style="list-style-type: none"> - Challenging getting tutors. - The OSCE is on June 13. 	
9. ILS	<ul style="list-style-type: none"> - No report. 	
9. Student Issues	<ul style="list-style-type: none"> - The most recent HELM assignment was released late. - There is not enough time during the anatomy practical exam to fill out challenge cards. - The MSK clinical skills demo is more of an introduction to Rheumatology. 	D. Grynszpan will look into the HELM assignment.



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		M. Goodridge will look into the MSK Demo
10. New Business - update	<ul style="list-style-type: none">- UGMS is looking for the yearly report.- A. Fowler asked for any feedback/input.	
11. Next Meeting	June 27, 2023	

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