



Phase 3 Management Team Minutes

Wednesday, May 4, 2022

4:00 p.m.

Webex

Attendees: Jasbir Gill, chair, Heidi Coombs, Alison Haynes, Brian Kerr, Katrin Zipperlen, Michelle Simms, Rick Audas, David Stokes, Georgia Darmonkow, Ian Janes, Taryn Hearn, Suzanne Drodge, Steve Shorlin, Jerry McGrath

Regrets: Stephanie Atkinson, Carla Peddle, Debra Bergstrom

Recorded by: Vivian Whelan

| Topic | Details | Action Items and person responsible |
|---|---|-------------------------------------|
| Introduction and Welcome | Heidi Coombs introduced the monthly Professionalism Moment from March. Going forward, these will be introduced at the beginning of each Phase meeting. The one for April hasn't been added to the Dean's notes yet. | Jasbir Gill |
| Agenda review - Review for Conflict of Interest - Confirmation of Agenda | No conflict Motion to accept: Jasbir Gill Seconded: Rick Audas | Jasbir Gill |
| Review and approval of prior minutes – Review of action items from previous meeting | Motion to approve: Alison Haynes Seconded by: Rick Audas | Jasbir Gill |
| 1. Assessment Working Group | One exam was just finished and another one coming up soon. Some questions were compromised. Faculty need to be reminded not to give out summative questions. | Suzanne Drodge/ Katrin Zipperlen |

***Our Vision:** Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.*



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| | <p>There is a new standard setting that will be used, the Burr method and a scaled score. It is more accurate than the Hofstee method, which is currently being used.</p> <p>Next year, 9 out of 10 exams will need to be passed. Any changes to Promotions need to be brought to the Promotions Committee.</p> <p>SAS is reviewing the new method. If scaled scores is implemented, the pass mark will be 70%. There is new language regarding late assignments.</p> <p>There are no changes for Phase 4 Prep.</p> <p>Working on replacing the CE MCQ exam with a written assignment.</p> | |
| <p>2. Curriculum Lead</p> | <p>There are a few minor and major changes.</p> <p>Major curriculum changes: Remove Critical Appraisal of Health Informatics from the curriculum map. This session has been combined with another session.</p> <p>Motion to remove Critical Appraisal of Health Informatics from the curriculum map: Rick Audas Seconded by: Jasbir Gill</p> <p>Currently in Phase 3 there is a 50-minute session on MediTech and a 50-minute session on HealtheNL.</p> | <p>Alison Haynes</p> |

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| | <p>These sessions are toward the end of Phase 3 and a few weeks later they are repeated in P4P. They are both redundant. The content is covered in P4P. New Brunswick students won't have to do those sessions.</p> <p>Motion to remove those sessions from the Phase 3 patient Course: Alison Haynes Seconded: Rick Audas</p> <p>There are three 50-minute lectures titled, Growth, Growth Hormone and Growth in Childhood. Now occur closely together. It has been proposed that those three 50-minute sessions are removed and replaced by one 2-hour session. It will be titled Growth in Childhood and Adolescence.</p> <p>Motion to remove Growth, Growth Hormone, Growth in Childhood and add one 2-hour session titled Growth in Childhood and Adolescence: Alison Haynes Seconded: Rick Audas</p> <p>Draft schedules are starting to be circulated with UCLs. Should have the final drafts out by the beginning of June.</p> | |
| 3. PESC | There is a QI session on May 12. | Heidi Coombs/ Jasbir Gill |
| 4. Clinical Skills | No updates. | Debra Bergstrom |
| 5. ILS | Going well. Family Medicine has one person to liaise with. There is no negative feedback from learners. | Jerry McGrath |



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| 6. Research Curriculum Group | There are no major updates. The research blocks are starting after next week. Research Day is June 23. Michelle will be reaching out for assessors. | Rod Russell Michelle Simms |
| 7. Community Health & Faculty Issues | No issues. | Rick Audas |
| 8. Physician Competencies | No report | Stephanie Atkinson |
| 9. Learner Issues | No issues | Georgia Darmonkow Fiona Landells Ian Janes |
| 10. Accreditation Updates | Received what elements need to be reviewed. They were vague why these elements were being brought forward. Have a draft schedule for the May 11 visit. | Brian Kerr Taryn Hearn |
| 11. Next meeting | June 1, 2022 Motion to adjourn: Jasbir Gill Seconded: Jerry McGrath | |