

**POSTGRADUATE MEDICAL EDUCATION ADVISORY COMMITTEE**  
**Minutes of Friday, March 30, 2012**

**Present:**

A. Atkinson (Peds)	M. Levine (Anesthesia)	K. Somal (PAIRO)
C. Abrahams (PGME)	R. Levine (Surgery)	D. Steele (ObGyn)
S. Edwards (PGME)	L. Muharuma (PGME)	F. Scott (PHPM)
J. Goguen (Medicine)	L. Probyn (Diag Rad)	J. Tepper (Sunnybrook)
K. Iglar (Fam Med)	S. Raphael (Lab Med)	I. Witterick (Otolaryngology)
J. James (MSH)	R. Razik (PAIRO)	A. Zaretsky (Psychiatry)
	S. Spadafora (VD PGME)	

**Regrets:**

G. Bandiera (AD PGME); R. Byrick (CPSO); S. Glover Takahashi (PGME); W-C Lam (Ophthalmology); J. Maggi (SMH); H. McDonald-Blumer (Int Med); D. McKnight (AD Eq & Prof); B. A. Millar (Rad Onc); N. Rosenblum (CIP); J. Rosenfield (VD UGME); R. Schneider (Peds SS)

**AGENDA/MINUTES**

1. a) The agenda was approved as circulated. The agenda was re-ordered for a later presentation on Item #5 re Intimidation & Harassment Guidelines.
- b) The minutes of the February 24<sup>th</sup> meeting were accepted as circulated.

**REGULAR UPDATES**

**2. Update from COFM, HUEC**

- S. Spadafora reported on the government budget announcement and possible reduction in IMG supplementary funding and indirect funding for preceptors.
- At HUEC, the "A" standards report of the PGME Office was presented. The hospital issues identified in internal reviews will be collected and summarized for discussion in meetings with the VPs Education of our affiliated hospitals and the Associate + Vice Dean. These meetings will be arranged for the Fall. Medical Trainee Days were also discussed at HUEC and it was felt that to optimize funding within the MOHLTC guidelines we will have to operate as a network. The issue of multiple/individual registration of trainees at each site identified in the report was also discussed at HUEC. S. Spadafora noted that integration of learner experience will be included in the PGME strategic plan.

**3. Resident Issues**

The PAIRO-CAHO contracts negotiations are ongoing.

**4. Internal Review Committee + Pre-Accreditation**

S. Spadafora presented the slides showing the final report of the Internal Review Committee. The final reports/updates requested from programs will be submitted to G. Bandiera as Chair for review and action. Last slide presentation will be available on the PGME webpage along with the PGMEAC minutes. S. Spadafora acknowledged the hard work of all of the Committee members.

**5. Guidelines to Address Intimidation and Harassment**

Dr. Susan Edwards, Director, Resident Wellness, PGME Office, presented the draft *Guidelines for the Reporting of Intimidation, Harassment and Other Kinds of Unprofessional or Disruptive Behaviour in Postgraduate Medical Education*.

S. Edwards provided the background for the development of the document which was a substantial revision to the 2006 document, with the inclusion of unprofessional/disruptive behaviour and greater clarity on reporting including a template incident report form. S. Edwards highlighted those additions which mirrored the UGME reporting guidelines. In discussion, it was noted that mediation costs were high and that if those services were needed to reach a settlement, it was hoped that this would be a shared hospital/university cost. Other comments:

- change "PGME Leader" to Education Lead.
- on flow chart move the notation regarding "complainant may wish to consult..." to the diamond noting "Consultation Regarding Assessment"
- add completion of form and reporting to Program Director to flow chart

Other minor editing changes are to be forwarded to S. Edwards, including comments from PAIRO.

S. Spadafora asked for a motion to accept the document in principal as revised. The approved draft will then be forwarded to HUEC for further review and acceptance. The motion to approve the document was made by I. Witterick and seconded by A. Zaretsky.

#### **6. CARMS 2012 Report**

C. Abrahams reported on the 2012 CARMS match, first iteration. 416 were matched (348 CMGs – 139 FM including 2 National Defense trainees; 209 specialty. For IMGs, there were 68 positions – 24 FM and 44 RCPSC. There are 2 vacancies – PMR and General Surgery. Nationally there were 271 vacancies. A breakdown by source of medical degree over the last few years was also presented. For 2012, 124 UofT MDs matched to us.

#### **7. Infrastructure Funding Update**

C. Abrahams provided a summary report on the infrastructure funding allocated to departments to date. A Letter of Understanding will be arranged to allow appropriate release of funding.

#### **8. Reporting "Leaves" to the CPSO**

L. Muharuma brought the members attention to the CPSO proposal for completion of a template form regarding Notification of a Resident Leave of Absence. The form would include type of leave, explanation of the leave or an attached doctor's note and a notification if the trainee was ever the subject of any investigation, misconduct etc. It is to be signed by the trainee. L. Muharuma noted that the College suggested that it be completed by the PGME Office. As this was considered invasive by the provincial schools, it was indicated that it is still draft and will be discussed at PGE:COFM shortly. She will update the Committee on the outcome.

#### **9. Minimum Standards for ITERs**

As noted on the agenda, programs should review the Minimum Standards for ITERs distributed at the February and March meetings, and provide comments to G. Bandiera by April 15<sup>th</sup>.

The meeting was adjourned at 2:30 pm.