

Postgraduate Medical Education Accreditation 2023

Issue 4 - April 2023

IN THIS ISSUE

From the Associate Dean

From the AOT

Timeline Review

Policy Spotlight

Resources

Message from the Associate Dean

In a short thirty-two weeks we will be welcoming the survey teams from CFPC/RCPSC to the College of Medicine for the PGME External Review. A great deal of work has already been completed to ensure we are all ready for this visit. The AOT has been meeting twice a week each week with me and others in PGME to continue to do all we can to provide guidance and assist programs in being ready to present our College of Medicine, PGME as one of the very best in residency training.

Although the teams arrive in thirty-two weeks, the institutional documentation is required to be completed in CanAMS by May 31 and program documentation by June 15 - both dates are just around the corner! These deadlines mean we must continue to keep our heads down and share in this work together. It will then be turned over to the APEC Committee who will review all documents by August 15, with a final review from myself. PGME will then submit documents to RCPSC/CFPC by September 15.

I cannot express my gratitude enough for how all are pulling together as a team, evidenced in the monthly progress reports due and delivered by the 20th of each month and the monthly meeting of the APEC Committee to review submitted reports, provide recommendations, guidance and/or approvals of the great work already completed. All the while continuing with the day-to-day work of ensuring our residents are getting the best training possible, going through the CaRMS process, and also looking after family and personal commitments.

Let's keep this momentum going and as always please feel free to reach out to me or any of the PGME AOT members with concerns or questions.



Photos of Open house "wall walk" presenting ongoing progress/tracking of accreditation work held on April 4th in PGME office, Suite 3A10. If you would like an opportunity to visit and get an update, please feel free to reach out; we are happy to welcome you.

Anurag Saxena MD, M.Ed., MBA, FRCPC, CHE, CCPE
Associate Dean, Postgraduate Medical Education, University of Saskatchewan



From the PGME Accreditation Oversight Team (AOT)

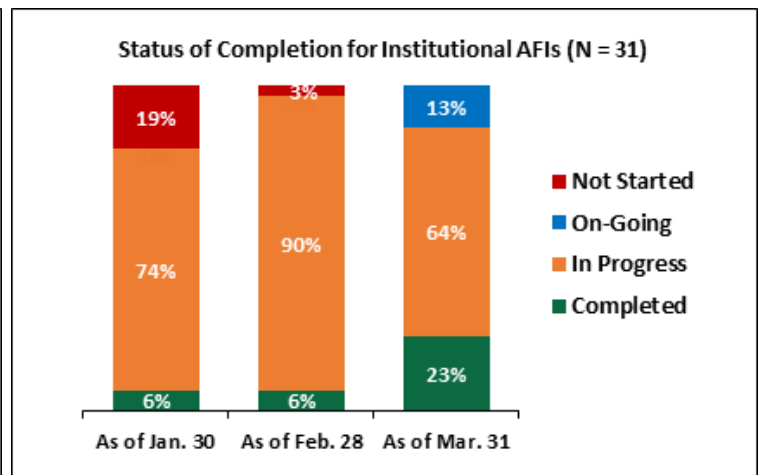
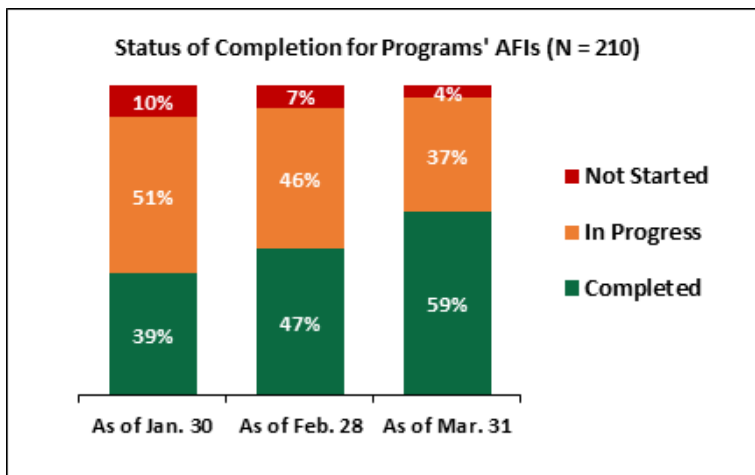
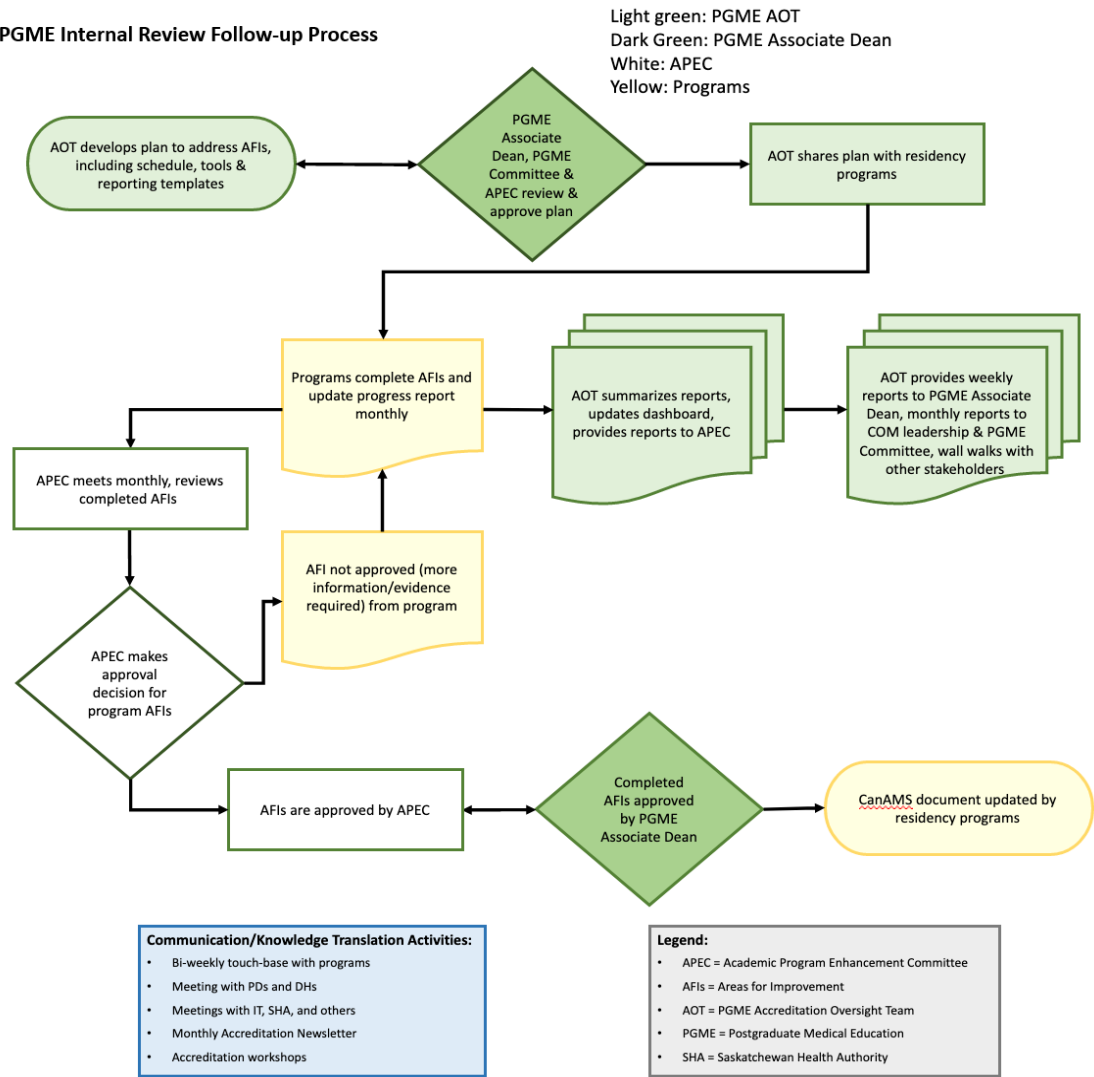
The PGME Internal Review Follow-up Process Flowchart outlines the various levels of actions and approvals being undertaken by our accreditation committees, residency programs, and the Associate Dean.

As programs complete AFIs and update progress reports, our dedicated APEC members are working on approvals and developing recommendations.

Over the last three months we have seen impressive progress with addressing AFIs, with completions increasing from 39% to 59% for programs, and 6% to 23% for the institution.

Thank you to everyone involved in this work!

PGME Internal Review Follow-up Process



TIMELINE REVIEW

2022

- ✓ Internal Review
- ✓ AFI Review
- ✓ AOT Oversight - development of Implementation Plan
- ✓ PGME meetings with Stakeholders (PDs, DHs, Residents, SHA, etc.)
- ✓ Accreditation Workshop for PDs and PAs - November
- ✓ Program Progress Reporting – Due December 22nd

January - May

- Program and Institutional AFI work
- Monthly Program Progress Reporting – **Due on the 20th of each month**
- Active Risk Management (bi-weekly touch base with programs)
- PGME meetings with Stakeholders (PDs, DHs, Residents, SHA, etc.)
- Accreditation Workshop for PDs and PAs - March
- APEC and PGME committee meetings - recommendations to programs
- AOT Oversight – Monitoring and reporting of progress
- Institutional CanAMS documents– **Due by May 31**
- AFIs addressed and CanAMS updated – **Due by May 31**

2023

June - August

- PGME meetings with Stakeholders (PDs, DHs, Residents, SHA, etc.)
- Survey to inform the final versions of all CanAMS documents – **Due June 1**
- Active Risk Management (bi-weekly touch base with programs)
- Program CanAMS documents - **Due by June 15**
- APEC review of CanAMS documents - **Due by August 15**
- AOT Oversight – Monitoring and reporting of progress
- Program and Institutional Logistics, Plan B

September - December

- All CanAMS documents submitted to RCPSC/CFPC by PGME - **Due by September 15**
- Programs complete their schedules and ensure all participants are aware and have it booked in their calendars, book rooms and order food – **Due September 11th - 15th**
- PGME meetings with Stakeholders (PDs, DHs, Residents, SHA, etc.)
- Accreditation Workshop for Residents – September
- Accreditation Workshop for PDs and PAs – October
- AOT Oversight – Monitoring and reporting of progress
- **Site Survey – November 26th – December 1st**



Policy Spotlight

Prior to the accreditation visit in November, PGME must ensure that all programs have all required program specific policies in place. All policies should be added to the CanAMS document. Please note that providing a link to the Institutional PGME policy is not sufficient to meet accreditation standards. Programs may reference information from existing PGME policies to assist in the creation of their own program policies.



The following policies must be in place at the program level:

1. [Fatigue Risk Management](#)
2. [Selection of Residents](#)
3. [Health & Safety](#) – the PGME policy is currently being revised. Program policies must include the following points:
 - After-hours consultation
 - Complaints and allegations of malpractice
 - Fatigue risk management
 - Hazardous materials
 - Infectious agents
 - Ionizing radiation
 - Patient encounters (including house calls)
 - Patient transfers (e.g., Medevac)
 - Safe disclosure of patient safety incidents
 - Travel
 - Violence, including sexual and gender-based violence
4. [Resident Wellness](#)
5. [Resident Supervision](#)
6. [Resident Assessment](#) - Requirement 3.4.1 states, “The residency program has a planned, defined, and implemented system of assessment” and the indicators for that requirement outline what the system of assessment should be like. Although programs are not required to have a program level policy in place, they should strive to have this system of assessment in the format of a program policy or guideline at the program level.

All PGME policies can be found on our [website](#) and in the links above.

If you have any questions regarding policy development, please reach out to Ms. Reola Mathieu at reola.mathieu@usask.ca



RESOURCES

[PGME Website](#)



For information and updates on Accreditation, please visit the new [Accreditation](#) section on the PGME website

Accreditation Standards

- [Program Standards](#)
- [Institution Standards](#)

QUESTIONS?

For all accreditation related matters and questions, please contact:
Audrey Kincaid: audrey.kincaid@usask.ca | 306-966-5536

