

Postgraduate Medical Education Accreditation 2023

Issue 7 - September 2023

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Message from the Associate Dean

Most of us have had the opportunity to enjoy our summer vacations and hopefully have had many opportunities for moments of relaxation and enjoyed time with those we are closest to. With September comes our “back to routine” mindset.

I am so pleased to share that required documents have been submitted in CanAMS for all RCPSC programs - all by the due date. Family Medicine and the PGME office are working with a high degree of diligence and will have the documentation submitted shortly. The due date for Family Medicine and the PGME institutional documentation is September 25 and I am very confident this deadline will be met if not exceeded.

I fully acknowledge this has been all consuming and very intense work and I am confident that I speak for all of the Senior Leadership in the College of Medicine in saying to all of you who have put your heads down and may have had to give up some well-deserved and important personal time – that we are truly grateful and highly appreciative of your diligence, your commitment, and your patience to get this work done.

All meetings with the onsite survey teams are now in calendars and the PGME office is working on finalizing travel schedules and other important final details required by the RCPSC and the CFPC.

We are now 9 weeks away from the onsite visit and while the documentation for some is complete, and for others almost complete, the continued commitment to enhance and strive for excellence in our residency training continues. Residents are by now familiar and comfortable in their respective training cohorts, program directors and program administrators are settling into the fresh academic year (and preparing for CaRMS 2024). It is our hope that the work towards the College of Medicine's goal of continuous quality improvement also continues.

We are on the final stretch! Let's remain positive and look forward to our opportunity to show off the great work of our College of Medicine residency training!

Anurag Saxena MD, M.Ed., MBA, FRCPC, CHE, CCPE
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From the PGME Accreditation Oversight Team

We would like to take this opportunity to recognize and thank you for all of your hard work in the past several months on compiling the information required for completing the instruments, for completing the AFI project with the PGME Accreditation Oversight Team and APEC, and for completing your Curriculum Maps with Dr. Lynsey Martin.

As we move toward the PGME Accreditation Site Visit at the end of November, the PGME Accreditation Oversight Team would like to highlight several important items:

Preparing for the On-site Visit

PGME is holding a workshop for PDs and PAs (Scheduled for September 27, 2023) to help prepare programs for the on-site visit. The objectives of the workshop are to:

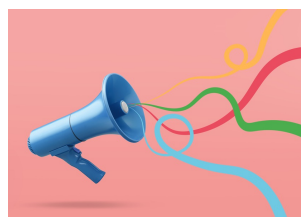
- Review of the structure of the accreditation week
- Review of the specifics of the accreditation day for each program
- Discussion of tips to ensure programs are prepared as possible

Program-specific accreditation prep meetings are also running from early September to end of October. The purpose of these meetings is to inform each program about the different topics that may be discussed during the accreditation review meetings, provide guidance and advice, and answer any questions they may have.

Overall, the information sessions will cover strategies to prepare for the on-site visit and how to demonstrate that your program is meeting the accreditation standards.

Your Voice Matters during Accreditation!

During the on-site visit, PDs, PAs, Residents, and Faculty will be invited to meetings held with the surveyors. Everyone is encouraged to attend these meetings. The reviewers need to know first-hand the strengths and challenges of the programs they are surveying!



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

2023

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

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, ensure all participants are aware and have it booked in their calendars, book rooms, order food – Due September 11 - 15
- ✓ PGME meetings with Stakeholders (PDs, DHs, RPC, Faculty, Residents, SHA, etc.)
- ✓ AOT Oversight – Monitoring and reporting of progress
- ✓ Royal College CanAMS profile and AFI instruments submitted to RCPSC by PGME - Due by September 11
- ✓ Draft schedules to be submitted to RCPSC and CFPC by PGME – Due by September 11
- Family Medicine CanAMS profile and AFI instruments submitted to CFPC by PGME – **Due by September 25**
- Accreditation Workshop for PDs and PAs – **September, 27**
- Accreditation Workshop for Residents (RDoC) – **October 5**
- Supplementary Documentation from programs due to PGME- **October 27**
- **Site Survey – November 26 – December 1**



POLICY SPOTLIGHT

We have seen the creation, revision, and implementation of several institutional and program level policies over the past year. Programs were tasked to create program level policies such as Resident Supervision, Resident Health & Safety, Fatigue Risk Management, Resident Wellness, and Resident Selection to meet accreditation standards.



Policy development is no easy feat but one specific policy that required a substantial amount of work was the Resident Health & Safety Policy. The PGME office as well as each residency training program was required to develop a health and safety policy that met accreditation Standards 5.1.2.2 which states: *Effective resident safety policies and processes are in place, which may include policies and processes defined centrally or specific to the program, and which reflect general and/or discipline-specific physical, psychological, and professional resident safety concerns, as appropriate. The policies and processes include, but are not limited to:*

- *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.*

Each program is highly commended for the time and effort spent on the development of each policy required to meet accreditation standards. This work confirms our commitment to the purpose of accreditation: continuous quality improvement and public accountability. Thank you!!

All PGME institutional policies can be found on the [PGME website](#).

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](#)

[PGME Information Sheets](#)

PGME developed information sheets on topics relevant to accreditation. The information sheets include an overview of the topics, why it is important in medical education, and strategies for improvement. Topics include Role Modelling, Hidden Curriculum, Learning Environment, Clinical Supervision, Teacher Evaluation, and Career Counselling.

QUESTIONS?

For all accreditation related matters and questions, please contact:

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