

## Postgraduate Medical Education

### CBME Implementation Subcommittee

#### Terms of Reference

The CBME Implementation Subcommittee is accountable to the Competency Based Medical Education Executive Committee, Postgraduate Medical Education, Faculty of Health Sciences. The Chair of the CBME Implementation Subcommittee will be a member of the CBME Executive.

#### **Purpose:**

The purpose of the Implementation subcommittee is to:

- Provide guidance to the residency programs regarding best practices for resident assessment and remediation - to create a standard of excellence amongst the residency programs
- Assist with the standardization of key concepts of competency based medical education, e.g., implementation of the Competence Committee.
- Development / facilitate new assessment strategies.
- Advocate, advise, prioritize and make recommendations to PG MedSIS Operations regarding the IT development / enhancement of MedSIS as it relates to the competency based medical education dashboard.
- Recommend and advise regarding policy changes as it relates to resident assessment and competency based medical education.
- Support and encourage scholarship within PGME.

#### **Membership:**

- Director, CBME (Chair)
- Project Manager, CBME
- Representative Educational Advisory Board (EAB)
- Program Directors (2) ( 1 - Royal College Program Director, 1 - Family Medicine)
- Faculty members (2)
- Resident representatives (2)
- Project Manager, MedSIS
- Manager / Assistant Managers PGME
- PGME Educational Lead

The committee will meet on a regular basis (e.g., monthly). An agenda will be developed and minutes circulated to all committee members. A quorum is represented by half of the membership of the committee. Decisions are to be made by consensus.

June 2019