# Foundations of Discipline – Pgy1 Resident Guide

2020 - 21

## Overview

The Foundations of Discipline Stage of Training lays the groundwork of knowledge and skills necessary to practice psychiatry, including management of relevant medical presentations and further building of psychiatric assessment skills, development of differentials, implementation of management plans for patients of low to medium complexity and performing risk assessments. Application of critical appraisal skills & presentation of relevant medical literature is also fostered.

“The loftier the building, the deeper must the foundation be laid.”

-Thomas à Kempis

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## Objectives of the Foundations of Discipline Stage of Training, Pgy1 Year

The objectives of the Foundations of Discipline Stage of Training are for residents to:

1. Develop knowledge and skills required to manage medical presentations relevant to Psychiatry
2. Develop skills in performing psychiatric assessments referencing a biopsychosocial approach
3. Acquire knowledge and skills to develop basic differential diagnoses
4. Begin to develop skill in completion of risk assessments that inform acute safety plans
5. Begin to develop & implement management plans for patients of low to medium complexity
6. Begin to develop differential diagnoses in patients of low to medium complexity
7. Practice and hone skills in case presentation, documentation, order writing and handover
8. Gain experience providing after hours coverage as a physician
9. Develop awareness & appreciation for the work of medical colleagues with whom psychiatrists often interact including those in family medicine, emergency medicine, neurology and internal medicine.
10. Perform critical appraisal & present on relevant medical literature
11. Gain knowledge of & begin to apply concepts of:

* Differentiating normal versus disease states
* Recognition of and approach to investigation & management of:
  + common medical conditions
  + medical comorbidities in people with psychiatric presentations
  + medical conditions with psychiatric manifestations
* Diagnostic classification systems
* Legislation related to medico-legal requirements of mental health care
* Etiology, diagnosis, treatment & natural course of major psychiatric disorders
* Developing foundations of physician-patient relationships
* Advocacy for special populations including marginalized and/or vulnerable
* Communication & its impact with patients, families and interprofessional teams
* Safe, psychiatric care including use of de-escalation techniques
* Team dynamics and conflict management
* Principles of patient safety and quality assurance & improvement
* Strategies for physician wellness

## General Expectations of Pgy1 Residents during the Foundations of Discipline Stage of Training

As Foundations of Discipline Psychiatry residents, you are expected to:

* Maintain sight of our role as physicians in providing our best possible patient care
* Actively engage in all learning activities
* Be an active participant in your learning. Identify key topics of interest and personal learning objectives to your supervisor & take initiative in gaining knowledge & skill in those areas
* Take shared responsibility with supervisors to identify opportunities for observation and feedback including for EPA encounters.
* Be receptive to feedback & work to incorporate recommendations for knowledge & skill development
* Be an active member of all clinical teams with which you are working
* Attend all clinical days, unless on vacation, post-call (Hamilton residents) or ill
* Demonstrate awareness of clinical responsibilities. Although you are not the MRP, you are a physician, a member of the clinical team and working towards independent practice.
* Actively participate in all academic sessions
* Arrive on time for all clinical work & academic sessions
* Notify clinical supervisors of any days / times you will be absent, in advance of the absence whenever possible. This includes any post-call days.
* Notify presenters as well as program administrator of any absences from sessions, optimally prior to the start of the session
* Complete documentation in a timely manner that provides effective communication and continuity in patient care.
* Be aware of your limitations. Whenever you are outside of your knowledge or skill level, inform your supervisor.
* Not take patient material home with you.
* Conduct yourself in a professional manner, including use of social media & smart technology
* Complete all evaluations in a timely manner

## Skill Expectations\* of Residents during Foundations of Discipline Stage of Training, Pgy-1 Year

By the **end** of the Foundations of Discipline Stage, a resident should be able to:

* Demonstrate an approach to the investigation and treatment of medical and neurological conditions that have relevance to psychiatric care. This includes medical conditions of high prevalence in the general population and those with psychiatric conditions, as well as the interactions with & side effects of psychotropic medication.
* Demonstrate familiarity with topics at the interface of neurology and psychiatry
* Demonstrate an approach to the assessment and management of psychiatric presentations within medical settings.
* Demonstrate development of knowledge of symptom complexes of major psychiatric disorders
* Conduct a psychiatric assessment with a patient of low to medium complexity.
* Begin to develop appropriate differential diagnoses and management plans in patients of low to medium complexity.
* Conduct a basic risk assessment and begin to develop an appropriate safety plan
* Demonstrate use of key safety strategies in conducting psychiatric interviews
* Conduct an emergency psychiatric assessment in patients of low to medium complexity
* Demonstrate improved efficiency in providing verbal case presentations
* Document all clinical encounters in written/electronic form, in an appropriately thorough manner.
* Demonstrate the ability to engage cooperatively with patients, using active listening skills, and providing compassionate care
* Demonstrate the ability to communicate clearly with patients, families & other health care professionals.
* Interact effectively with all health care team members, acknowledging individuals’ roles and expertise, and recognizing there is much to be learned from others
* Responsibly and accountably attend to clinical and academic responsibilities.
* Display organizational skills with effective time-management
* Accurately assess one’s own personal learning needs and demonstrate commitment to continuously improving one’s knowledge and skills including through self-directed learning and use of critical appraisal in reviewing the literature.
* Demonstrate awareness of systems factors that affect patients
* Demonstrate professional behavior in all interactions including with patients, families, health care team members, supervisors, colleagues, administrative support staff.
* Engage in conflict resolution with respect and solution-focused strategies
* Achieve the goals & objectives specific to each rotation

\*Goals & Objectives for each rotation are sent to supervisors and residents prior to the start of a rotation. They are also located on Medportal, and can additionally be found [**here.**](https://drive.google.com/drive/folders/1fIjRVv7HHXDCeaMI4qyCq6oDOraAIcP2?usp=sharing)

## Design of the Foundations of Discipline

## A screenshot of a cell phone Description automatically generatedStage of Training (Pgy1 & Pgy2)

## Enstrustable Professional Activities to be Completed by the End of the Foundations of Discipline Stage

For full descriptors of these EPAs, please see Appendix A.

# Successful Evals Required

Mandatory Contextual Variables Required in the Successful Evals

2 medical emergencies 4 different observers

1 substance intoxication 3 by supervising MD

1 overdose &/or withdrawal

1 endocrine or metabolic disorder

**8**

**6**

3 different case types At most 2 children/teens 2 by psychiatrists

1 emergency setting At most 2 older adults 3 different observers

2 inpatient settings

2 outpatient settings

**6**

1 mood disorder At most 2 children/teens 2 by psychiatrists

1 psychotic disorder At most 2 older adults 3 different observers

1 personality disorder

1 substance use disorder 1 anxiety, trauma or OCD

**5**

1 active SI or behaviour At most 1 child/teen 3 by psychiatrists

1 active HI or violence At most 1 older adult 3 different observers

1 non-suicidal self-injury

**2**

2 different observers

## A screenshot of a cell phone Description automatically generatedDesign of Pgy1 Year of Foundations of Discipline: August 25, 2020 – June 30, 2021

Pgy1 Block Rotations

Goals & Objectives for each rotation are sent to supervisors and residents prior to the start of a rotation. They are also located on Medportal and can additionally be found [here](https://drive.google.com/drive/folders/1fIjRVv7HHXDCeaMI4qyCq6oDOraAIcP2?usp=sharing).

* Residents will rotate through a series of rotations as illustrated above.
* You will have received your schedule and site locations from Cheyenne or Ashley. If you run into any difficulties with your schedule, please contact Cheyenne or Ashley.
* For questions specific to a rotation, please contact the Program Administrator for that discipline (see Contacts).
* For questions regarding the Emergency Psychiatry & Addictions Rotations, please contact Cheyenne or Ashley.
* Please inform your supervisors of all days that you will be away (vacation, post-call, professional leave, retreats, etc.), as well in advance as possible.
* **Internal Medicine:**
  + 2 block rotation. PARO Memorandum of Understanding: 1 week vacation/2-blocks CTU
  + On Call responsibilities are with GIM service
  + EPAs of High Yield: [*F1*](#F1)
  + EPAs of Medium Yield: [*F5*](#F5), [*C5 (delirium)*](#C5)
* **Neurology:**
  + 1 block rotation
  + On Neurology inpatient wards (Neuro CTU and Stroke Service) in Hamilton
  + On call responsibilities are with the Neuro service, buddied with a senior resident
    - Weeknights until midnight only
    - 1 weekend call (9am-5pm)
    - Approx. 1 call per week
* EPAs of High Yield: [*F1*](#F1)
* EPAs of Medium Yield: [*F5*](#F5)
* **Psych Inpatient Medical Team:**
  + 1 block
  + Hamilton: with SJH, West 5th Medical Team
  + WRC: with Homewood Medical Team
  + On-call responsibilities will be with Emergency Psychiatry call roster at home campus
  + EPAs of High Yield: [*F1*](#F1)
  + EPAs of Medium Yield: [*F5*](#F5)*,* [*C5 (delirium),*](#C5)[*C8 (side effect Tx),*](#C8)[*C9 (capacity)*](#C9)
* **Emergency Medicine:**
  + 1 block
  + EPAs of High Yield: [*F1*](#F1)
  + EPAs of Medium Yield: [*C5 (delirium)*](#C5)
* **Family Medicine:**
  + 1 block
  + On call responsibilities are with Department of Family Medicine
  + EPAs of High Yield: [*F1*](#F1)
* **Pediatric Neurology:**
  + 1 block
  + On call responsibilities will be with Emergency Psychiatry call roster at home campus
  + EPAs of High Yield: [*F1*](#F1), [*F5*](#F5)
* **Addiction Psychiatry:**
  + 1 block
  + Completed at Homewood Health Centre, Guelph
  + On call responsibilities are with Emergency Psychiatry call roster at home campus
  + EPAs of High Yield: *[F1](#F1)*, [*F2*](#F2), [*F3*](#F3), [*F4*](#F4), [*F5*](#F5)
  + EPAs of Medium Yield:[*C1*,](#C1) [*C8*](#C8)
* **Emergency Psychiatry:**
  + 1 block
  + On call responsibilities are with Emergency Psychiatry call roster at home campus
  + EPAs of High Yield: [*F1*](#F1), [*F2*](#F2), [*F3*](#F3), [*F4*](#F4), [*F5*](#F5)
  + EPAs of Medium Yield:[*C1*](#C1), [*C9*](#C9)
* **Selective:**
  + 1 block
  + Pre-selected from listing of possible rotations prior to start of residency
  + On call responsibilities are with Emergency Psychiatry call roster at home campus
* **Elective:**
  + Residents are responsible for arranging their own block Elective experience.
  + Residents are asked to submit a proposal to the Program Director, at least one month in advance of the block. See document [*“Setting up a Block Elective*](https://drive.google.com/file/d/1CWDa7XMXwlEitupNUYY7aNxBUo7daRuF/view?usp=sharing)*”* on Medportal.
  + Electives may be clinical or research.
  + Electives may be completed outside of a McMaster site
  + Supervisor need not be a McMaster faculty member however MD Supervisors must be RCPSC certified and be in good standing with the CPSO.
  + If the elective is within 100 km (approx.1-hour drive), residents should be completing on call responsibilities with the Emergency Psychiatry call roster at their home campus.
  + For electives farther than 100 km, residents must discuss with the Program Director options for completing call requirements for that month of training. This may include: applying to complete call at the distant site, or making up the call before or after the elective.
  + Goals & Objectives for the elective must be approved by the supervisor, prior to submitting the proposal to the Program Director

**Mapping of Foundations’ EPAs on Pgy1 Rotations**

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Description automatically generatedThis chart identifies the Foundations EPAs which are likely of high yield during each Pgy1 rotation.

**Mapping of Core EPAs with some Yield on Pgy1 Rotations**

This chart identifies the Core EPAs which are likely of high yield during each Pgy1 rotation.

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**\*EPA C8: Psychopharmacology: Keep an eye open for these learning opportunities:**

Pgy1 Longitudinal Logging Requirements

* **Addictions Experiences Log:**
* Residents are required to complete a minimum of 90 hours of addictions training over the course of their residency and record these experiences in a log
* This may include any clinical experiences on rotation or on call, academic sessions, reading or additional training / learning you may due in the area of additions.
* Each encounter should be recorded separately in the log
* You will be asked to review the log on a yearly basis until the 90 hours have been achieved.
* Residents are required to create their own table for logging, using the following as a guide. Narrative comments and descriptions must be captured in each log entry.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date of Encounter** | **Supervisor** | **Patient Initials** | **Diagnosis** | **Description of Addictions Encounter** | **Learning Points** | **Time (hours)** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

* **Dual Diagnosis Experiences Log:**
* Residents must maintain a log of clinical encounters with clients with Dual Diagnosis (ie. Intellectual Disability with comorbid Mental Health Disorders) as they occur, throughout their residency
* There is no minimum or maximum number of encounters.
* You will be asked to review your log with the Program Director and/or Regional Education Lead (WRC) during your Dockside/Riverside Chats.
* Residents are required to create their own table for logging, using the following as a guide. Narrative comments and descriptions must be captured in each log entry.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date of Encounter** | **Supervisor** | **Patient Initials** | **Diagnosis** | **Description of DDx Encounter** | **Learning Points** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Pgy1 Academic Days

* Attendance at Academic Half-Days is mandatory, excepting vacation, professional leave, and post-call days. Supervisors are aware that residents are excused from afternoon clinical activities to attend their academic sessions.
* If you are going to be away for an Academic Half-Day Session, please inform the facilitator and Connie (Hamilton) or Ashley (WRC).
* Academic Half-Days are held on Wednesday afternoons from 2:30 to 4:30 pm.
* During non-pandemic times, these sessions are held at SJH, West 5th Campus in Hamilton. WRC residents may choose to attend these sessions in person or access them via Zoom.
* During times of pandemic restrictions, these sessions will be held via Zoom.
  + To promote engagement, residents are expected to have their camera turned on in all academic sessions unless extenuating circumstances prevent this. In the event of such circumstances, residents are asked to inform the presenter of the reason
* The Academic Half-Day Core Curriculum schedule is posted on Medportal.
* Some rotations excuse residents from clinical duties for a full day on Wednesdays. During these rotations, attendance at Psychiatry Grand Rounds and applicable Psychiatry Academic Enrichment sessions is expected.
  + McMaster Dept. of Psychiatry Grand Rounds:
    - Are held on Wednesday mornings, 9-10am, September to June
    - During non-pandemic times are held at SJH, West 5th Campus in the lower aud. They are also accessible via OTN webcast and Telemedicine videoconference. PCVC can also be arranged with the assistance of Lisa Kennedy [lkenne@mcmaster.ca](mailto:lkenne@mcmaster.ca).
    - During pandemic restrictions, the rounds will be remotely available. Exact details will be sent to all department members including residents.
    - To note, each rounds is recorded and can be accessed afterward on the McMaster Department of Psychiatry YouTube page.
  + Academic Enrichment Sessions:
    - Wednesdays, 12:30 to 2 pm, SJH, West 5th Campus
    - During pandemic restrictions, these have been held virtually via Zoom.
    - For Pgy1 residents, these may include PRAM meetings, Evidence-Based Medicine Rounds, Complex Case Rounds, & OSCE Prep sessions.
    - Schedule is indicated on the Core Curriculum schedule found on Medportal.
* Homewood Health Centre Grand Rounds are held Thursdays, 12-1pm in the Homewood Aud.
  + These are optional, and encouraged, for residents on rotation at Homewood

## Assessment During Foundations of Discipline Stage of Training – Pgy1 Year

Please also refer to the McMaster Postgraduate Medical Education document, *“Policy on Assessment of Learners in PGME Programs, June 2019”* found [here.](https://drive.google.com/file/d/1aDIB8fQ0QYhU2xYBXLM3BuIkBTSb-iXp/view?usp=sharing)

### Assessment Tools

|  |  |  |
| --- | --- | --- |
| Task | Assessment Tool | Assessor |
| 1.Block Rotations | ITAR (In-Training Assessment of Resident) | Primary Supervisor during each Block Rotation |
| 2.EPAs | CBME Assessment Forms (accessed through MedSIS)\* | Person observing you (directly/indirectly) completes the EPA task |

### In-Training Assessment of Resident (ITARs)

At the end of each block rotation, the resident’s primary supervisor(s) will be sent an In-Training Assessment of Resident (ITAR) to complete on MedSIS.

ITARs assess overall performance on a number of aspects of the CanMEDS roles, with the rating scale:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 |
| Unsatisfactory | Provisional Satisfactory | Satisfactory | Very Good | Outstanding |

### Assessment of Entrustable Professional Activities (EPAs)

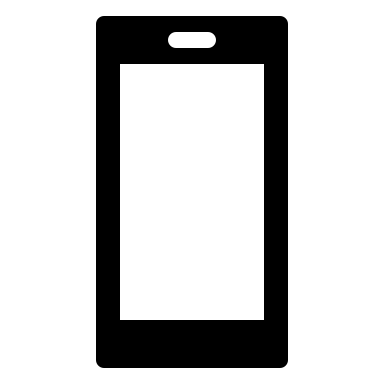
By the end of the Foundations of Discipline Stage of Training (ie by the end of Pgy2), residents should demonstrate the required number of observations of achievement for each of the five Entrustable Professional Acts (EPAs) corresponding to the completion of this stage of training. These EPAs are outlined above and written in full description in Appendix A.

**Residents are encouraged to strive for completion of EPA F1 by the end of Pgy1.**

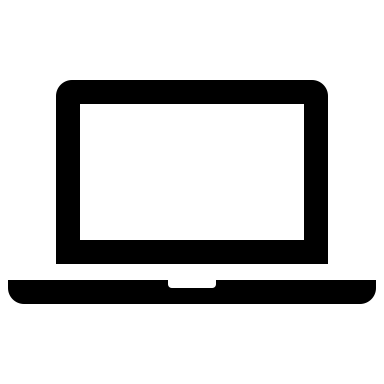
Residents should also be working towards completing some observations of achievement on the EPAs required for completion of the next Core of Discipline Stage of Training. Although these EPAs are not listed in full in this guide, those Core EPAs of high yield during the Foundations stage are indicated above and outlined in full description in Appendix B.

The document outlining the details of all of the Psychiatry EPAs has been placed in the Google Drive Repository of Documents for your cohort found [here](https://drive.google.com/drive/folders/1H5KFLRud_3UxTBZlD9TbY7nX41Nbfr9F?usp=sharing). Additionally, residents are encouraged to make use of the tracking documents that are also made available in the repository.

**Assessment of an EPA should be documented using a CBME form, located on MedSIS.**



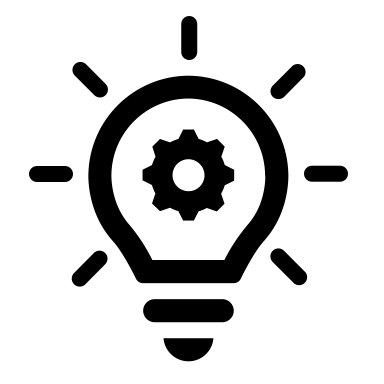
For MedSIS Instructions for use on Mobile Devices: <https://healthsci.mcmaster.ca/medsis/training/cbme>



For MedSIS Instructions to Trigger a CBME Form on Desktops: <https://healthsci.mcmaster.ca/docs/librariesprovider30/training/pgme/students/how-to---trigger-on-demand-evalautions.pdf?sfvrsn=6667a62_2>

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Description automatically generatedEPAs are assessed on the Entrustment Scale**



**Remember!** The most important part of the EPA Assessment is the **Feedback Section**.

It will take likely take two to three attempts to gain a successful EPA observation, so be sure to start discussing with supervisors & senior residents, observing you & providing feedback for EPA tasks early on in your clinical experience.

IN ADVANCE of doing the clinical task, discuss with your supervisor/observer of the task, that they might assess your work. Such assessments should:

* Involve direct or indirect observation by the assessor
* Be followed by in the moment, face to face verbal feedback after completion of the clinical task
* Be followed by completion of the electronic CBME Form

EPA Assessments should be completed even if completion of the task was rated less than a 4 or 5,

in order to foster feedback and development.

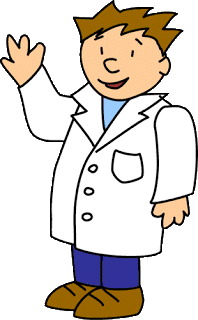
Aim to complete at least **2 – 3 EPA Observations** **&** **Feedback** **per week**,

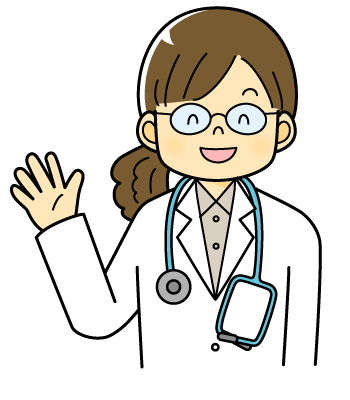
across rotation & on-call experiences.

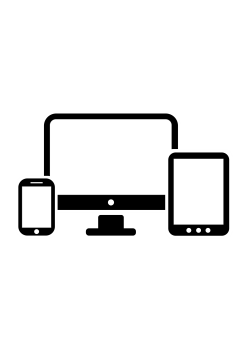
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## Rotation Feedback

Feedback from our residents is imperative to our ongoing review & revision of the program, and faculty development. It is also a requirement for the process of Tenure and Promotion of faculty members. For these reasons, completion of all evaluations is asked of our residents. Thank you in advance for taking the time to provide useful feedback.

At the end of each academic session, you will be asked to complete:

* An evaluation of the session

At the end of each of your clinical rotation experiences you will be asked to complete:

* An evaluation of the rotation (i.e. about the experience in general)
* An evaluation of the faculty supervisor

At the end of the pgy1 Year, you will be asked to complete:

* A survey providing feedback about the Academic Coach pilot
* A PGME survey regarding your experiences as a first-year resident at McMaster

We will also be hosting sessions to gather your feedback about CBME over the course of the year.

## coach-clipart-coach-clipart-COACH.jpgAcademic Coaches

Residents should meet with their Academic Coach at least 3 times a year.

Your AC is there to:

* Help facilitate your learning & development over time
* Help you navigate the curriculum map & plan your learning
* Identify & discuss specific, individual learning needs & goals
* Offer suggestions for strategies to promote development in areas of need & interest
* Review with you, your progress in achieving personal learning goals & required competencies
* Discuss challenges you may be experiencing
* Assist with rotation planning for Pgy2
* Assist with incorporating any recommendations from the Competence Committee

**APPENDIX A: Foundations EPA Listing**

**Foundations EPA #1**

**Assessing, diagnosing and participating in the management of patients with medical presentations relevant to psychiatry.**

Key Features:

* This EPA focuses on management of medical presentations relevant to psychiatry, and recognition and initial management of medical emergencies.
* Examples include the following: substance intoxication; overdose and withdrawal; endocrine and metabolic disorders; delirium; stroke; traumatic brain injury; acute MI, HTN, CHF, COPD, and neuropsychiatric presentations of medical illness (seizure disorder, movement disorders); MS; Huntington’s; Parkinson’s disease.
* This EPA includes performing a medical assessment, including a general physical exam and neurological assessment, and interpreting relevant investigations.

Assessment Plan:

Direct observation by psychiatrist, neurologist, internal medicine specialist/hospitalist, emergency medicine physician, pediatrician, geriatrician, family physician, physician assistant, nurse practitioner, or non-psychiatry Core or TTP resident

Use Form 1. Form collects information on:

* Medical emergency: yes; no
* Case type: substance intoxication; overdose and/or withdrawal; congestive heart failure; chronic obstructive pulmonary disease; endocrine or metabolic disorders; acute myocardial infarction; hypertension; delirium; neuropsychiatric presentations of medical illness (seizure disorder, movement disorders, MS, Huntington’s, Parkinson’s disease); stroke; traumatic brain injury; other presentation
* Setting: emergency; inpatient; outpatient
* Demographic: child; adolescent; adult; older adult
* Service: psychiatry; neurology; medicine (CTU, GIM, or Family Medicine); on-call experiences; emergency; other

Collect 8 observations of achievement

* At least 2 medical emergencies
* At least 1 substance intoxication
* At least 1 overdose and/or withdrawal
* At least 1 neuropsychiatric presentation
* At least 1 endocrine or metabolic disorder
* At least 4 different observers
* At least 3 by a supervising staff physician

Relevant Milestones:

1. **ME 1.3 Apply clinical and biomedical sciences to manage core patient presentations**
2. **COM 1.1 Communicate using a patient-centred approach that facilitates patient trust and autonomy and is characterized by empathy, respect, and compassion**
3. **COM 2.1 Conduct a patient-centred interview, gathering all relevant biomedical and psychosocial information**
4. **ME 2.2 Perform a medical assessment, including general physical exam and neurological assessment**
5. **ME 2.1 Differentiate stable and unstable patient presentations**
6. **ME 2.4 Develop a plan for initial management of a medical presentation**
7. **ME 1.6 Seek assistance in situations that are complex or new**
8. **ME 4.1** Ensure follow-up on results of investigation and response to treatment
9. **COM 3.1** Use strategies to verify and validate the understanding of the patient and family with regard to the diagnosis, prognosis, and management plan
10. **COM 4.1** Communicate with cultural awareness and sensitivity
11. **COM 5.1** Document clinical encounters to adequately convey clinical reasoning and the rationale for decisions
12. **COL 1.2** Describe the roles and scopes of practice of other health care professionals related to their discipline
13. **P 1.1** **Demonstrate awareness of the limits of one’s own professional expertise**

**Foundations EPA #2**

**Performing psychiatric assessments referencing a biopsychosocial approach, and developing basic differential diagnoses for patients with mental disorders.**

Key Features:

* This EPA focuses on establishing rapport/therapeutic alliance and performing psychiatric assessments using a biopsychosocial approach in order to develop a differential diagnosis which reflects an understanding of common conditions and comorbidities.
* This EPA includes demonstrating an understanding of the impact of the biopsychosocial approach on diagnosis, assessment, management, and prognosis to improve patient-centered care.

Assessment Plan:

Direct observation by psychiatrist/psychiatry subspecialist, TTP psychiatry resident,

Core/TTP psychiatry subspecialty resident, or psychiatry/psychiatry subspecialty fellow

Use Form 1. Form collects information on:

* Setting: emergency; inpatient unit; consultation liaison; outpatient; day hospital; community; assisted living; correctional; residential treatment centre; simulation
* Demographic: child; adolescent; adult; older adult
* Case type: anxiety disorder; cognitive disorder; mood disorder; personality disorder; psychotic disorder; substance use disorder; other
* Complexity: low; medium; high

Collect 6 observations of achievement

* At least 1 emergency setting
* At least 2 inpatient settings
* At least 2 outpatient settings
* At most 2 child and adolescent patients
* At most 2 older adult patients
* At least 3 different case types
* At least 2 by psychiatrists
* At least 3 different observers

Relevant Milestones:

1. **ME 1.3** Apply knowledge of psychiatry, including neuroscience, psychology, and nosology, to accurately assess and diagnose patients
2. **ME 1.3 Apply knowledge of the impact of biological, psychological, and social factors, including cultural factors, on the etiology and manifestation of mental disorders**
3. **COM 1.1** Communicate using a patient-centred approach that facilitates patient trust and autonomy and is characterized by empathy, respect, and compassion
4. **COM 1.2 Optimize the physical environment for patient comfort, dignity, privacy, engagement, and safety**
5. **COM 1.4** Respond to patients’ non-verbal communication and use appropriate non-verbal behaviours to enhance communication with patients
6. **COM 1.5 Recognize when personal feelings in an encounter are valuable clues to the patient’s emotional state**
7. **COM 2.1** Conduct a patient-centred interview, gathering all relevant biomedical and psychosocial information
8. **COM 2.2 Focus the interview, managing the flow of the encounter while being attentive to the patient’s cues and responses**
9. **COM 2.3 Seek and synthesize relevant information from other sources, including the patient’s family, with the patient’s consent**
10. **ME 2.2** Perform, interpret, and report mental status examination, including phenomenology
11. **ME 2.2 Develop a differential diagnosis relevant to the patient’s presentation**
12. **COM 2.1** Integrate and synthesize information about the patient’s beliefs, values, preferences, context, and expectations with biomedical and psychosocial information
13. **COM 3.1** Use strategies to verify and validate the understanding of the patient and family with regard to the diagnosis, prognosis, and management plan
14. **COM 5.1 Document information about patients and their medical conditions**
15. **COM 5.2** Demonstrate reflective listening, open-ended inquiry, empathy, and effective eye contact while using a written or electronic medical record
16. **P 1.1** Exhibit appropriate professional behaviours

**Foundations EPA #3**

**Developing and implementing management plans for patients with psychiatric presentations of low to medium complexity.**

Key Features:

* This EPA includes the implementation of the management plan.
* The observation of this EPA is based on the review of a management plan and observation of the resident’s communication of the management plan to the patient.

Assessment Plan:

Direct and indirect observation by psychiatrist/psychiatric subspecialist, TTP psychiatry resident, Core/TTP psychiatry subspecialty resident, or psychiatry/psychiatry subspecialty fellow

Use Form 1. Form collects information on:

* Setting: emergency; inpatient unit; consultation liaison; outpatient; day hospital; community; assisted living; correctional; residential treatment centre; shared/collaborative care; simulation
* Case type: anxiety disorder; mood disorder; personality disorder; psychotic disorder; OCD; substance use disorder; trauma; other
* Demographic: child; adolescent; adult; older adult

Collect 6 observations of achievement

* At least 1 mood disorder
* At least 1 psychotic disorder
* At least 1 personality disorder
* At least 1 substance use disorder
* At least 1 of anxiety or trauma or OCD
* No more than 2 child or adolescent patients
* No more than 2 older adult patients
* At least 3 different observers
* At least 2 by psychiatrists

Relevant Milestones:

1. **ME 2.3** Establish goals of care
2. **ME 2.4 Develop and implement management plans that consider all of the patient’s health problems and context**
3. **ME 3.2 Describe the indications, contraindications, risks, and alternatives for a given treatment plan**
4. **COM 1.1 Communicate using a patient-centred approach that facilitates patient trust and autonomy and is characterized by empathy, respect, and compassion**
5. **ME 2.4 Prescribe first line psychotropic medicines**
6. **ME 3.2** Obtain and document informed consent, under supervision
7. **ME 4.1 Develop plans for ongoing management and follow-up**
8. **ME 4.1 Coordinate care when multiple health care providers are involved**
9. **COM 5.1** Document clinical encounters to adequately convey clinical reasoning and the rationale for decisions
10. **COL 1.2** Describe the roles and scopes of practice of other health care professionals related to their discipline
11. **COL 1.2** Consult as needed with other health care professionals, including other physicians
12. **HA 1.1** Demonstrate an approach to working with patients to advocate for health services or resources
13. **S 2.5** Provide feedback to enhance learning and performance for learners
14. **P 3.1** Integrate appropriate components and aspects of mental health law into practice

**Foundations EPA #4**

**Performing risk assessments that inform the development of an acute safety plan for patients posing risk for harm to self or others.**

Key Features:

* The focus of this EPA is the appropriate assessment of risk and safety issues.
* This EPA includes developing an acute safety management plan. This may include focusing on risk factors for suicide, self-harm, and violence towards others in the assessment.
* This EPA involves consideration of mental health law and its application to patients at risk of harm to self or others.

Assessment Plan:

Direct observation by psychiatrist/subspecialty psychiatrist, TTP psychiatry resident, Core/TTP psychiatry subspecialty resident or psychiatry/psychiatry subspecialty fellow

Use Form 1. Form collects information on:

* Patient history: non-suicidal self-injury; history of violence or forensic involvement; active suicidal ideation or behaviour; active homicidal/violent ideation or violent behaviour; other issue
* Setting: emergency; inpatient unit; outpatient
* Demographic: child; adolescent; adult; older adult

Collect 5 observations of achievement

* At least 1 patient with non-suicidal self-injury
* At least 1 patient with active suicidal ideation or behavior
* At least 1 patient with active homicidal/violent ideation or violent behaviour
* No more than 1 child or adolescent patient
* No more than 1 older adult patient
* At least 3 by psychiatrists
* At least 3 different observers

Relevant Milestones:

1. **COM 2.2 Manage the flow of challenging patient encounters**
2. **COM 1.1 Recognize and manage one’s own reaction to patients**
3. **COM 2.1** Collect collateral information that informs diagnosis and management plan
4. **ME 2.2 Assess risk factors for violence, suicide, and self-harm, including modifiable and non-modifiable factors**
5. **ME 3.2** Describe the indications, contraindications, risks, and alternatives for a given treatment plan
6. **ME 2.4 Develop and implement an acute safety management plan**
7. **L 2.1** Consider appropriate use of resources when developing treatment plans
8. **ME 5.2** Apply crisis intervention skills, including development of a safety plan, as appropriate
9. **P 3.1 Apply knowledge of the relevant codes, policies, standards, and laws governing physicians and the profession, including relevant mental health legislation**
10. **COL 3.1 Identify patients requiring handover to other physicians or health care professionals**
11. **COL 3.2 Provide a clinically relevant summary to the receiving physician or care team**

**Foundations EPA #5**

**Performing critical appraisal and presenting psychiatric literature.**

Key Features:

* This EPA focuses on critical appraisal of literature in order to make appropriate clinical decisions and to encourage lifelong learning and acquisition of new knowledge and skills in the specialty.
* This EPA includes posing a clinically relevant question, performing a literature search, critically appraising the literature, and presenting in a group setting.
* This includes presentations such as grand rounds, journal club, case conference, M&M rounds or QI rounds.

Assessment plan:

Direct observation of presentation by supervisor, with input from audience

Use Form 1.

Collect 2 observation of achievement

* At least 2 different observers

Relevant Milestones:

1. **S 3.1 Recognize uncertainty and knowledge gaps in clinical and other professional encounters relevant to their discipline**
2. **S 3.3 Assess the validity and risk of bias in a source of evidence**
3. **S 3.3 Interpret study findings, including a critique of their relevance to practice**
4. **S 3.3 Evaluate the applicability of evidence (i.e. external validity, generalizability)**
5. **S 4.2 Identify ethical principles in research**
6. **S 4.5** Summarize and communicate to colleagues, the public, or other interested parties, the findings of applicable research and scholarship

APPENDIX B

High Yield Core EPAs for Pgy1

**Core EPA #C1**

Developing comprehensive treatment / management plans for adult patients.

Key Features:

* This EPA focuses on performing a psychiatric assessment, using psychological and neurobiological theories of psychiatric illness and personality development to guide the biopsychosocial interview, and gathering pertinent patient information in adult patients of medium to high complexity.
* This also includes synthesizing the information to develop a differential diagnosis and a comprehensive treatment/management plan that integrates psychopharmacology, psychotherapy, neurostimulation and social interventions, as appropriate.
* This EPA does not include delivery of the management plan.

Assessment plan:

Direct observation, case discussion and/or review of consult letter or other documents by psychiatrist/psychiatric subspecialist, TTP psychiatry resident, psychiatry fellow, Core/TTP psychiatry subspecialty resident, psychiatry subspecialty fellow

Use Form 1. Form collects information on:

* Setting: emergency; inpatient unit; consultation liaison; outpatient
* Case type (select all that apply): anxiety disorder; major depressive disorder; bipolar disorder; personality disorder; psychotic disorder; substance use disorder; intellectual disability; autism spectrum disorder; trauma; other
* Complexity: low; medium; high
* Observation (select all that apply): direct; case discussion; review of clinical documents

Collect 8 observations of achievement:

* At least 2 emergency
* At least 2 inpatient
* At least 2 outpatient
* At least 2 consultation liaison
* At least 2 psychotic disorders
* At least 1 substance use disorder
* At least 1 anxiety disorder
* At least 1 history of trauma
* At least 1 major depressive disorder
* At least 1 bipolar disorder
* At least 1 personality disorder
* At least 1 intellectual disability/ autism spectrum disorder comorbidity
* At least 3 high complexity
* At least 5 direct observations with review of documentation
* At least 4 different observers
* At least 3 by psychiatrists

Relevant Milestones:

1. **ME 1.3** Apply knowledge of diagnostic criteria for mental health disorders
2. **ME 2.1 Consider clinical urgency, feasibility, availability of resources, and comorbidities in determining priorities to be addressed**
3. **ME 2.2 Perform a psychiatric assessment, including a focused physical exam**
4. **ME 2.2 Select appropriate investigations and interpret their results**
5. **ME 2.2 Synthesize biological, psychological, and social information to determine a diagnosis**
6. **ME 2.3 Establish goals of care**
7. **ME 2.4 Develop and implement management plans that consider all of the patient’s health problems and context**
8. **ME 3.1** Integrate all sources of information to develop a procedural or therapeutic plan that is safe, patient-centred, and considers the risks and benefits of all approaches
9. **COM 1.6 Tailor approaches to decision-making to patient capacity, values, and preferences**
10. **COM 3.1 Convey information on diagnosis and prognosis in a clear, compassionate, respectful, and objective manner**
11. **P 1.1** Exhibit appropriate professional behaviours

**Core EPA #C2**

**Performing psychiatric assessments and providing differential diagnoses and management plans for children and youth.**

Key Features:

* This EPA focuses on performing a developmentally informed psychiatric assessment, using knowledge of neurobiological, cognitive, behavioral, emotional, family and personality development to perform a comprehensive biopsychosocial interview involving the patient, family, and others.
* This also includes synthesizing the information to develop a differential diagnosis and management plan that integrates psychopharmacology, psychotherapy and social interventions as appropriate.
* The management plan should include considerations of parent or guardian guidance, referral resources, and basic pharmacological and psychotherapeutic interventions.
* This EPA does not include delivery of the management plan.

Assessment plan:

Direct observation, case discussion and/or review of consult letter or other by child and adolescent psychiatrist, psychiatrist, TTP psychiatry resident, Core/TTP child and adolescent psychiatry subspecialty resident, or psychiatry/child and adolescent psychiatry fellow

Use Form 1. Form collects information on:

* Case type: anxiety disorder; mood disorder; attention deficit/hyperactivity disorder; autism spectrum disorder; intellectual disability; other neurodevelopmental disorder; personality disorder; psychotic disorder; substance use disorder; OCD; trauma; other presentation
* Co-morbidities (write-in):
* Setting: emergency; inpatient unit; consultation liaison; outpatient; community; residential treatment centre
* Complexity: low; medium; high
* Demographic: child 4-12 years; adolescent 13-18 years
* Observation (select all that apply): direct; case discussion; review of clinical documents

Collect 6 observations of achievement

* At least 1 mood disorder, anxiety disorder, or OCD
* At least 1 ADHD
* At least 1 abuse, neglect, or trauma
* At least 1 intellectual disability/autism spectrum disorder comorbidity
* At least 2 children 4-12 years
* At least 2 adolescents 13-18 years
* At least 4 direct observations, including review of documentation
* At least 3 different observers
* At least 2 observations by a child and adolescent psychiatrist

Relevant Milestones:

1. **ME 1.3 Apply knowledge of normal and abnormal physical, cognitive, emotional, and behavioural development**
2. **ME 2.2** Focus the clinical encounter, performing it in a time-effective manner without excluding key elements
3. **ME 2.2 Adapt the clinical assessment to the patient’s developmental stage**
4. **ME 2.2 Synthesize biological, psychological, and social information to determine a diagnosis**
5. **ME 2.2** Elicit a history, perform a physical exam, select appropriate investigations, and interpret their results for the purpose of diagnosis and management, disease prevention, and health promotion
6. **ME 2.4 Develop and implement management plans that consider all of the patient’s health problems and context**
7. **ME 3.2 Use shared decision-making in the consent process**
8. **COM 1.6** **Tailor approaches to decision-making to patient capacity, values, and preferences**
9. **COM 2.1** Integrate, summarize, and present the biopsychosocial information obtained from a patient-centred interview
10. **COM 5.1** Document clinical encounters in an accurate, complete, timely, and accessible manner and in compliance with legal and privacy requirements
11. **HA 1.1** Work with patients to address the determinants of health that affect them and their access to needed health services or resources
12. **P 3.1 Apply child welfare legislation, including mandatory reporting**

**Core EPA #C3**

**Performing psychiatric assessments and providing differential diagnoses and management plans for older adults.**

Key Features:

* This EPA focuses on performing psychiatric assessments that adjust for potential cognitive and sensory decline, using the biopsychosocial model to guide the interview.
* This includes synthesizing the information to develop a differential diagnosis and management plan that integrates neurostimulation, psychopharmacology, psychotherapy, and social interventions, as appropriate, in older adult patients.
* This EPA includesnew or persistent mood, anxiety, and psychotic disorders in older adults with or without co-morbid neurocognitive disorders.
* This EPA may include younger patients with early onset neurodegenerative or neurocognitive disorders such as Alzheimer’s, and Behavioural and Psychological Symptoms of Dementia (BPSD).

Assessment plan:

Direct observation, case discussion and/or review of consult letter or other documentation by geriatric psychiatrist, psychiatrist, TTP psychiatry resident, Core or TTP geriatric psychiatry subspecialty resident, or psychiatry/geriatric psychiatry fellow

Use Form 1. Form collects information on:

* Case type (select all that apply): anxiety disorder; bereavement; major depressive disorder; bipolar disorder; neurocognitive disorder; BPSD; personality disorder; psychotic disorder; substance use disorder
* Co-morbidities (select all that apply): delirium; CVA/Vascular disease; frailty; acquired or traumatic brain injury; Parkinson’s disease; other movement disorder; other; n/a
* Setting: emergency; inpatient unit; consultation liaison; outpatient; community; assisted living; palliative
* Complexity: low; medium; high
* Additional concerns: rationalization of polypharmacy; elder abuse; other; n/a
* Observation (select all that apply): direct; case discussion; review of clinical documents

Collect 6 observations of achievement

* At least 3 neurocognitive disorders, including at least 1 patient with BPSD
* At least 1 major depressive disorder and/or bereavement
* At least 1 anxiety disorder
* At least 1 case with rationalization of polypharmacy
* At least 2 different observers
* At least 4 direct observations, including review of documentation
* At least 2 by a geriatric psychiatrist or psychiatrist with special interest in older adult patients

Relevant Milestones:

1. **ME 1.3 Apply knowledge of normal and abnormal physical, cognitive, emotional, and behavioural development**
2. **ME 2.2 Perform a psychiatric assessment, including a focused physical exam**
3. **ME 2.2** Focus the clinical encounter, performing it in a time-effective manner without excluding key elements
4. **ME 2.2** **Select appropriate investigations and interpret their results**
5. **ME 2.2** Synthesize biological, psychological, and social information to determine a diagnosis
6. **ME 2.4 Develop and implement management plans that consider all of the patient’s health problems and context**
7. **ME 3.2** Use shared decision-making in the consent process
8. **COM 1.6 Tailor approaches to decision-making to patient capacity, values, and preferences**
9. **COM 5.1** Document clinical encounters in an accurate, complete, timely, and accessible manner and in compliance with legal and privacy requirements
10. **HA 1.1 Work with patients to modify determinants of health**
11. **HA 1.1 Facilitate access to health services and resources**
12. **P 3.1 Apply relevant legislation, including capacity and neglected adults**

**Core EPA #C5**

**Identifying, assessing, and managing emergent situations in psychiatric care across the lifespan.**

Key Features:

* This EPA focuses on the assessment and management (i.e. pharmacological and nonpharmacological) of any psychiatric emergency and maintaining safety and minimizing risk to patients, self, and others.
* This includes presentations involving risk of harm to self or others, acute agitation and aggression, as well as other behavioural and emotional disturbances, and medical emergencies, such as acute dystonic reactions, delirium, catatonia, serotonin syndrome, neuroleptic malignant syndrome (NMS), etc.

Assessment Plan:

Direct observation by psychiatrist/psychiatric subspecialist, TTP psychiatry resident,

Core/TTP psychiatry subspecialty resident, or psychiatry/psychiatry subspecialty fellow

Use Form 1. Form collects information on:

* Setting: emergency; inpatient unit; consultation liaison; outpatient; community; simulation
* Case type: acute agitation and aggression; other behavioural and/or emotional disturbance; active suicidal ideation; homicidal/violent ideation; risk of harm to others; medical emergency related to delirium; acute dystonic reaction; catatonia; serotonin syndrome; NMS; other condition
* Complexity: low; medium; high

Collect 8 observations of achievement

* At least 2 patients with acute agitation and aggression
* At least 2 patients with active suicidal ideation
* At least 1 patient with homicidal/violent ideation or risk of harm to others
* At least 2 patients with medical emergencies related to delirium
* At least 1 patient with acute dystonic reaction, catatonia, serotonin syndrome, or NMS (may be in a simulation setting)
* At least 3 observations by psychiatrist/psychiatric subspecialist

Relevant Milestones:

1. **ME 2.1 Recognize instability and medical/psychiatric acuity in a clinical presentation**
2. **ME 2.1 Recognize and manage patients at risk of harm to self or others and intervene to mitigate risk**
3. **ME 2.2** Focus the assessment performing it in a time-effective manner without excluding key elements
4. **ME 2.2** Assess risk of harm to self or others
5. **ME 3.1 Determine the most appropriate therapies and/or interventions to minimize**

**risk**

1. **ME 2.4** Develop and implement a management plan
2. **ME 5.2 Apply policies, procedures, and evidence-based practices when dealing with patient, staff, and provider safety, including violent and potentially violent situations**
3. **ME 2.4** Determine the setting of care appropriate for the patient’s health care needs
4. **ME 4.1** Determine the need, timing, and priority of referral to another physician and/or health care professional
5. **COM 3.1** Convey the rationale for decisions regarding involuntarily treatment and/or hospitalization
6. **COM 1.5** Recognize when strong emotions (such as, anger, fear, anxiety, or sadness) are affecting an interaction and respond appropriately
7. **COL 3.1 Provide emergent/urgent medical assistance for patients as necessary, arranging for referral and/or transport to appropriate medical facility**
8. **COL 3.2 Ensure communication of risk management plans**
9. **L 1.2** Assess and manage safety/risk for staff and care providers in all settings

**Core EPA #C8**

**Integrating the principles and skills of psychopharmacology into patient care.**

Key Features:

* This EPA focuses on pharmacological management and includes the prescription and monitoring of medications for adult patients as well as for children, adolescents, and older adults.
* This EPA includes obtaining informed consent and providing education for medication as appropriate across the lifespan, including in pregnancy, children, adolescents, and the elderly population (with varying levels of capacity).
* This EPA also includes advocating for access to medication.

Assessment plan:

Direct and indirect observation by psychiatrist/subspecialty psychiatrist, TTP psychiatry resident, Core/TTP psychiatry subspecialty resident, or psychiatry/psychiatry subspecialty fellow

Use Form 1. Form collects information on:

* Demographic: child; adolescent; adult; older adult
* Activity (select all that apply): starting and monitoring medication; medication management (including switching, augmenting, discontinuation); reviewing management; safe prescribing practice; de-prescribing
* Medication (select all that apply): serotonin specific reuptake inhibitor; serotoninnoradrenaline reuptake inhibitor; tricyclic antidepressant; antipsychotic; clozapine; long-acting injectable antipsychotic; anxiolytic; benzodiazepine; sedative/hypnotic; lithium; mood stabilizer; stimulant; cognitive enhancer; opioid agonist; agent to treat medication side effect; other
* Complexity factors: pregnancy; breast feeding; multiple medications; substitute decision maker; medical comorbidity; other

Collect 12 observations of achievement:

* At least 1 each starting and monitoring:
  + long-acting injectable antipsychotic
  + oral antipsychotic
  + sedative/hypnotic
* At least 2 starting and monitoring 2 different classes of antidepressants
* At least 1 each starting and/or monitoring:
  + Lithium
  + clozapine
* At least 1 each of managing:
* Benzodiazepine
* opioid agonist therapy
* mood stabilizer other than lithium
* agent to treat medication-induced side effect
* At least 1 patient on multiple psychiatric medications
* At least 2 patients in the CL setting
* At least 2 child/adolescents, including starting and managing 1 stimulant
* At least 2 older adults, including 1 with a cognitive enhancer
* At least 1 pregnant or breastfeeding patient
* At least 5 observers
* At least 3 by psychiatrists

Relevant Milestones:

1. **ME 1.3 Apply knowledge of pharmacodynamics and pharmacokinetics at various developmental stages**
2. **ME 1.6** Adapt care as the complexity, uncertainty, and ambiguity of the patient’s clinical situation evolves
3. **ME 3.2 Describe the indications, contraindications, risks, and alternatives for a given treatment plan**
4. **ME 2.2 Assess and monitor patient adherence and response to therapy**
5. **ME 2.2 Assess potential harmful or beneficial drug-drug interactions**
6. **ME 3.2** Use shared decision-making in the consent process
7. **ME 4.1 Establish plans for ongoing care**
8. **COM 5.1 Document prescriptions accurately in the patient’s medical record, including the rationale for decisions**
9. **COL 1.2** Negotiate overlapping and shared care responsibilities with physicians and other colleagues in the health care professions in episodic and ongoing care
10. **L 2.2** Apply evidence and management processes to achieve cost-appropriate care
11. **HA 1.1 Facilitate access to appropriate medications**

**Core EPA #C9**

**Applying relevant legislation and legal principles to patient care and clinical practice.**

Key Features:

* This EPA includes activities in which clinicians must apply legislation or ensure they employ a legally defensible approach in evaluation, diagnosis, and communication.
* Examples include the following: performing suicide and self-harm risk assessments; performing acute violence risk assessments; restricting rights of a patient; evaluating and defending an opinion for various capacities; obtaining and documenting informed consent; evaluating and communicating an opinion regarding restrictions and limitations relevant to disability; evaluating whether a duty exists to third parties.

Assessment plan:

Direct observation by psychiatrist/psychiatry subspecialist, TTP psychiatry resident, Core/TTP psychiatry subspecialty resident, or psychiatry/ psychiatry subspecialty fellow

Use Form 1. Form collects information on:

* Setting: emergency; inpatient unit; consultation liaison; outpatient; simulation
* Issue: capacity to consent to treatment; fitness to stand trial; financial capacity; testamentary capacity; capacity with respect to long-term care; MAID; disability; disclose information; restriction or limitation of rights; need for mandatory or discretionary reporting; other issue
* Initiating involuntary treatment or hospitalization: yes; no
* Complexity: low; medium; high

Collect 6 observations of achievement

* At least 2 capacity to consent to treatment in complex patients
* At least 2 restricting or limiting rights of a patient with the included due process protections such as initiating involuntary treatment and/or hospitalization
* At least 1 evaluation for restrictions/limitations relevant to disability
* At least 1 need for mandatory or discretionary reporting
* At least 4 by psychiatrists
* At least 2 different psychiatrist observers

Relevant Milestones:

1. **ME 1.3 Apply knowledge of legal principles and legislation relevant to Psychiatry**
2. **ME 2.2 Perform risk assessments, including for suicide, self-harm, and violence**
3. **ME 3.2** Obtain and document informed consent
4. **ME 5.2** Adopt strategies that promote patient safety and address human and system factors
5. **ME 2.2 Assess a patient’s decision-making capacity**
6. **COM 1.6** Tailor approaches to decision-making to patient capacity, values, and preferences
7. **COM 5.1 Document clinical encounters in an accurate, complete, timely, and accessible manner, and in compliance with legal and privacy requirements**
8. **P 3.1 Adhere to requirements for mandatory and discretionary reporting**
9. **P 3.1 Fulfil and adhere to the professional and ethical codes, standards of practice, and laws governing practice**