

CBME Faculty Development Plan 2022-2023



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Table of Contents

<i>Schedule of Events</i>	3
<i>Committee Membership</i>	4
<i>Terms of Reference</i>	4
<i>Workshops, Town Hall, and More</i>	5
CBME Retreat - Fall 2022	5
CBME Town Hall (Fall/Spring)	6
Competence Committee Chair Forum - Building a Community of Practice	6
Curriculum Mapping Mentorship	6
EPA Assessment in MedSIS with Demo (Fall and Spring: 2-hr/2-part Virtual Session)	7
Coaching and Feedback in the Moment	7
Academic Coaching Over Time: Beyond the Basics	7
Programmatic Assessment in CBME/CBD including Competence Committee Forum	8
Evaluation and Quality Improvement in CBME: Retreat (consider for Fall 2023/2024)	8

This Faculty Development Plan represents the activities of the CBME Office and CBME Faculty Development Committee to support those programs in the year prior to their transition to CBME/Competency by Design (Royal College of Physician and Surgeons). Workshops are applicable or generalizable to faculty and staff in Family Medicine, respecting their long history in a competency-oriented ‘Triple C’ curriculum. There is effort to revise annually to incorporate learned best practices and new resources. Careful consideration of those programs already transitioned informs planning to address ongoing faculty development needs as CBME implementation is iterative and evolving.

If you have any questions or suggestions relating to faculty development in CBME, please contact Lisa Colizza, CBME Lead at colizza@mcmaster.ca and/or Dr. Val Mueller, Committee Chair at muellevm@mcmaster.ca



Schedule of Events 2022/23

NOVEMBER 22	DECEMBER	JANUARY 23	FEBRUARY
<p>CBME Retreat <i>Nov 9th/22 Ancaster Mill</i></p> <p>Townhall, Nov 11th, Dr. Parveen Wasi, Lisa Colizza, Committee Chairs</p>	<p>EPA Assessment in MedSIS with Resident Dashboard Demo, Dr. Ilun Yang, Cheyenne Reid (MedSIS)</p>	<p>Curriculum and Assessment Mapping, deferred <i>*Curriculum mapping to mentorship model. Assessment mapping TBD</i></p>	<p>Competence Committee Chair Forum, Feb 27th/23, Faculty Club</p>
MARCH	APRIL...	MAY	JUNE
<p>Administrative Tasks Required in MedSIS CBME Program, Cheyenne Reid, March 21st</p> <p>CBME Completing EPA Assessments in MedSIS, Dr. Ilun Yang, Cheyenne Reid, March 27th</p> <p>CBME Understanding the Resident EPA Dashboard, Cheyenne Reid, March 31st</p> <p>Versioning Functionality, MedSIS Team, TBD</p>	<p>...is coaching month</p> <p>CBME Spring Townhall, April 5th</p> <p>CBME Competence Committee Review Dashboard, Cheyenne Reid, April 3rd, April 7th</p> <p>Understanding the Resident EPA Dashboard, Cheyenne Reid, April 7th</p> <p>Administrative Tasks Required in MedSIS CBME Program, Cheyenne Reid, April 11th</p>	<p>Coaching & Feedback In the Moment, Monday May 8th</p> <p>Academic Coaching & Beyond the Basics- Friday May 19th</p>	<p>Programmatic Assessment in CBME/CBD, Deferred to Fall, 2023 including the Competence Committee Forum</p> <p><i>Last Faculty Development Committee mtg - Review and Plan 2023/24*</i></p> <p>*Proposed for 2023</p>
JULY	AUGUST	SEPTEMBER	OCTOBER
<p>Committee Meetings Rest</p>	<p>Committee Meetings Rest</p>	<p>FOR DISCUSSION</p>	<p>FOR DISCUSSION</p>

Committee Membership

Dr. Ereny Bassilious (Chair)

Dr. Valerie Mueller (Incoming Chair, January 26th, 2023)

Lisa Colizza (CBME Lead, PGME)

Dr. Parveen Wasi (Associate Dean, PGME)

Dr. Ruth Chen (Associate Dean, Faculty Development, Faculty of Health Sciences Associate Professor School of Nursing)

Dr. Meera Luthra (Adult Endocrinology and Metabolism, Program Director)

Dr. Brad Petrisor (DEC, Surgery)

Dr. Dillon Horth (Faculty, Anesthesia)

Dr. Snezana Popovic (Anatomical Pathology, Program Director)

Dr. Christina Ma (Resident, PGY3 Internal Medicine)

Dr. Siraj Mithoowani (CBD Lead, Hematology)

Terms of Reference

(to be updated 2023)

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

Purpose:

The purpose of the Faculty Development subcommittee is to:

- Develop a faculty-wide faculty development strategy that will assist the programs at various stages of implementation of competency based medical education.
- Collaborate with the Program for Faculty Development regarding learning modules, train-the-trainer workshops, on-line resources, etc., for faculty.
- Develop communication strategies regarding CBME.
- Recommend and advise regarding policy changes as it relates to faculty and competency based medical education.

Membership:

- Chair, Assistant Dean, PGME
- Assistant Dean, Program for Faculty Development
- CBME Lead, PGME
- Royal College Educator (1)
- Department representation:
 - Anesthesia
 - Family Medicine
 - Laboratory Medicine
 - Medicine

Obstetrics & Gynecology
Pediatrics
Psychiatry
Radiology

- Representatives from the Regional Campuses
- Chair, DEC, or delegate
- Resident representative
- Corresponding Member: Chair, Learner Development

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

Terms of Reference

Workshops, Town Hall, and More

Workshops and other activities are designed to support Program Directors, CBD Leads, Competence Committee Chairs, Program Administrators, and Academic Coaches with preparing for their transition to CBME/CBD. The faculty development committee considers how best to leverage activities and resources to provide ongoing support to programs with their effort to implement the various elements of CBME/CBD as intended.

Various resources are available on the CBME Website (www.cbmepg.mcmaster.ca) organized by topic and role. A Learning Suite was added to the site in 2021 to make available on-demand access to asynchronous learning opportunities including archived presentations, Town Halls, podcasts, and eModules

CBME Retreat - Fall 2022

Date: Wednesday November 9, 2022

Location: Ancaster Mill, Ancaster ON

Faculty Development Liaison: Lisa Colizza, Parveen Wasi, Chair Faculty Development

Keynote Presenter: Nancy Dudek – Programmatic Assessment in Competency by Design

Presentations:

Lisa Colizza - Navigating the Messy Middle: Evaluation and Quality Improvement in CBME

Kestrel McNeil/Dr. Ranil Sonnadara - Perceptions of Assessment Amongst Post Graduate Learners at McMaster: A Mixed Methods Evaluation.

Dr. Enas El Gouhary- A Tool Kit for CQI of Residency Programs

Description: CBME Retreat on Nov. 9th was focused on evaluation and quality improvement. Informed by keynote on programmatic assessment in CBD (Dr. Nancy Dudek) and national, institutional data and the results of our resident experience survey participants worked to understand the urgent problems relating to implementation, assessment and resident burden, and collaboratively identified strategies to address and inform CBME committee planning.

<https://cbmepg.mcmaster.ca/cbme-retreat-2022/> For all presentations and quality improvement strategies generated by the working groups

CBME Town Hall (Fall/Spring)

Date: Nov 11, 2022, April 5, 2023

Panel: Parveen W., Lisa C., CBME Chairs, other select Faculty/Program Leaders

Location: Online via Zoom

Target Audience: Program Directors, Competence Committee Chairs, Program Administrators, CBD Leads, Resident Leads

Description: One hour drop-in session for CBME/CBD program leaders and staff. Updates, questions answered, sharing best practices and successes across network. Discuss issues, review policies, and procedures, identify and address implementation challenges. Review urgent problems and promote strategies in motion.

Competence Committee Chair Forum - Building a Community of Practice

Projected date: February 27, 2023 – 5:00 PM-6:30 PM

Target Audience: All Competence Committee Chairs

Location: Faculty Club, McMaster University

Faculty Development Liaison: V. Mueller, M. Luthra

Description: An opportunity for Competency Committee Chairs to come together and discuss issues affecting their role and responsibilities, review policy, processes, and procedures, and share best practices. Updates from the Royal College will be reviewed.

Curriculum Mapping Mentorship

Projected Date: beginning February 2023

Intended Audience: Program Directors approaching transition to CBD, FM

Faculty Development Liaison: Val Mueller

Facilitators: Val Mueller (Surgery) Som Mukerjee (Medicine)

Additional Resource: Curriculum and Assessment Mapping Webpage

<https://cbmepg.mcmaster.ca/resources-2/topics/curriculum-mapping/>

Description: Mapping EPAs to your training experiences and how they will be assessed is a critical component of your CBD curriculum. Faculty mentors (Drs. Val Mueller (Surgery) and Som Mukherjee (Medicine) have agreed to help you through the process of developing your curriculum map. Guidance will be provided as to which map templates might work best for your program and you'll have the opportunity for hands-on support as you complete your program's curriculum map and consider assessment methods and tools. A recorded previous presentation by Drs. Lori Whitehead and Som Mukherjee is a great resource as you work to complete/revise your curriculum maps and refine your program of assessment. Please follow the link below to the resources on the CBME website.

NOTE: A curriculum map is a standard of accreditation in 2023

Resources: [Curriculum and Assessment Mapping](#)

EPA Assessment in MedSIS with Demo (Fall and Spring: 2-hr/2-part Virtual Session)

Fall Date: December 5, 2022

Spring Date: March 27TH, 7:00 AM-8:00 AM

Location: Online via Zoom

Intended Audience: Open to all supervising faculty/staff/senior residents who complete EPA observations and provide feedback to residents working through their stage of learning. Focus is on the rationale, practicalities, and efficiencies of using the CBME module in MedSIS. Program Directors, CBD Leads, CC Chairs, Program Administrators, and Faculty Development Leads may find this informative or may wish to view previous recorded sessions on the CBME website.

Presenters: Dr. Ilun Yang (rationale, how-to as faculty), Cheyenne Reid (demo functionality of Resident Dashboard and the Competence Committee Review Dashboard)

Description: What assessment forms are used in CBME? Why is it important to complete EPA forms? How to trigger and quickly submit EPA forms on desktop and mobile devices and use voice-to-text for efficiency? A Program Director and former CBD Lead, Dr. Ilun Yang presents the rationale and how-to of completing EPA observations in MedSIS. Cheyenne Reid, Business Analyst, MedSIS walks participants through the functionality of the Resident Dashboard and CC Review Dashboard.

Coaching and Feedback in the Moment

Projected Date: May 8, 2023

Intended Audience: faculty development leads, all faculty/senior residents who complete EPA Observations/Feedback in the clinical learning environment

Faculty Development Liaison: Meera Luthra, Lisa Colizza

Presenters/Facilitators: TBC

Resources: [Coaching to Competence](#)

Previous [Academic Coaching 1.0](#) session is a recorded online resource for those who wish to view in preparation for the session or as a standalone resource.

Description:

Completing EPA observations and coaching residents to competence is a critical element of programmatic assessment in CBME/CBD. This hands-on workshop is intended for faculty development leads, faculty/staff/senior residents that complete EPA observations in the clinical learning environment. A detailed review of the intent and practicalities of completing EPA observations including using the EPA forms, O-scale, coaching the resident ‘in the moment’ focused on their learning goals, and providing relevant, actionable feedback efficiently will be covered. NB How to complete EPA observations in MedSIS is offered in March with demo and a great intro to this more detailed workshop.

Academic Coaching Over Time: Beyond the Basics

Projected Date: May 19, 2023

Intended Audience: Program Directors, Academic Coaches, Faculty Development Leads

Faculty Liaison: Ereny Bassilious

Presenters/Facilitators: TBC

Resources: [Coaching over Time, RC accredited eModules for Academic Coaches](#)

Description:

In CBD, Coaching over Time describes an important relationship between an Academic Coach (Advisor) and a learner. The coach guides the learner as they progress through the CBD stages of training. In this workshop, participants will have the opportunity to build on basic foundations of Academic Coaching principles and further explore this coaching relationship, principles of motivational interviewing, and how to support learners across the various stages of their learning journey. Using the framework of motivational interviewing, participants will explore coaching skills in more challenging situations in small groups.

Programmatic Assessment in CBME/CBD including Competence Committee Forum

Projected Date: Deferred to Fall 2023

Location: Off site

Intended Audience: Competence Committee Chairs, Program Directors, CBD Leads, Program Administrators, Senior Residents, Faculty Development Leads

Faculty Development Liaison: Lisa Colizza, Val Mueller, Ranil Sonnadara

Presenters: TBC

Additional Resources: [Competence Committees](#)

Description:

This event will provide participants opportunity for deeper discussion of assessment in CBME/CBD, to address the challenges and issues while sharing best practices. A focus will include Competence Committee function, structure, processes, and procedures with an evaluation/quality improvement lens. Participants will consider methods and tools to assist with comprehensive reviews and review recommendations of CC Evaluation Working Group

Evaluation and Quality Improvement in CBME: Retreat (consider for Fall 2023/2024)

Projected Date: TBD

Intended Audience: TBD

Faculty Development Liaison: Parveen Wasi, Lisa Colizza, Ranil Sonnadara, Val Mueller/Faculty Development Committee

Presenters: TBD