

Postgraduate Medical Education CBME Program Lead (RCPSC) or Triple C Leads (CFPC) – Suggested Guidelines

Introduction:

The CBME Program Lead (RCPSC) is the faculty member who will guide the transition and implementation process for competency based medical education at the program level. Within the Family Medicine program (CFPC), the faculty members most responsible for competency based medical education are the Triple C Leads (site directors, curriculum director, assessment director, and faculty development director). The CBME Program Lead / Triple C Leads (referred to as the Program Lead or Lead) will, in collaboration with the Program Director, ensure all aspects CBME implementation are carried out within the program. This position will be allotted protected academic time.

Qualifications:

The CBME Program Lead must hold a fellowship in the Royal College of Physicians & Surgeons of Canada (RCPSC) / the College of Family Physicians of Canada (CFPC), or equivalent international qualifications, and have demonstrated an interest in education and administration. The candidate must have strong organizational, communication, and leadership skills, and a solid foundational knowledge of CBME principles.

Resource Requirements:

This position must have a defined Department / Division job description that is associated with adequate academic protected time and appropriate administrative support. The program should determine the appropriate commitment for this role.

Accountabilities:

The CBME Program Lead will work collaboratively with and be accountable to the Program Director.

Appointment and Review Process:

The CBME Program Lead will be selected by the Program Director in consultation with the Department / Division Associate Chair, Education.

Responsibilities:

To the Residency Program

Lead the program curriculum transition to and implementation of competency based medical education in coordination with the Residency Program Director.

- Lead the CBME curricular document process (EPAs, required training experiences, assessment system design).
- Lead the assessment piloting.
- Lead / oversee the required processes for remediation in the CBME model.
- Facilitate readiness for program launch date.
- Liaise with other program CBME Leads at McMaster University.
- Facilitate scholarly understanding and engagement in CBME (including but not limited to quality improvement and program evaluation) by supporting activities within the program and through the PGME Scholarship committee.

To the Department

- Coordinate faculty development needs and training for Department / Division as it relates to CBME implementation and ongoing delivery.

To the Faculty

- Attend/or co-deliver relevant CBME faculty development workshops and/or identify a representative to attend when other responsibilities prevent attendance.
- Liaise with the PGME CBME Faculty Lead and Assistant Dean as well as the departmental Associate Chair, Education to ensure progress is on target and meets criteria for implementation.