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THE UNIVERSITY OF BRITISH COLUMBIA

## Faculty of Medicine

### Postgraduate Medical Education

# PGME Dean's Office June 2019 Updates



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## Who's New in PGME?

**Luyi Yang** joined the PGME office this week as the PGME Administrator. Luyi will be managing resident reimbursement claims. She joins us from the UBC Canadian International Resources and Development Institute (CIRDI), where she was a Finance/HR Administrator. Luyi can be reached at [luyi.yang@ubc.ca](mailto:luyi.yang@ubc.ca) or by phone at 604-875-4111 ext: 24709.

*If you would like your new staff announcements to appear in the next PGME newsletter, please send 1-2 sentences for inclusion to [emily.myers@ubc.ca](mailto:emily.myers@ubc.ca).*

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## PGME Oversight Sub-Committee

The PGME Oversight Sub-Committee is now up and running. The committee is a PGME advisory committee to the Postgraduate Training Programs with respect to Program decisions that have a significant effect on a Resident's progress through the Program including a recommendation for dismissal or a decision affecting the provision of a successful FSA for transition to practice or a FSA or FA for exam eligibility.

The Terms of Reference are available on the [PGME website](#).

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## Exit Survey for Residents

The PGME office is conducting our annual resident exit survey. The purpose of the survey is to contribute to the assessment of residency education and the learning environment at UBC. Results of this survey, which will be anonymized, will provide important feedback as part of our ongoing program evaluation and continuous improvement.

The success of a survey such as this is highly dependent on the rate of participation by the residents. Please encouraging all exiting residents/fellows to complete this survey as requested.

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## Accreditation Updates

[PGME Office Internal Review:](#)

The PGME Office underwent an Internal Review on May 27th and 28th. Thanks to all who participated in the process. The report has been received and the PGME Office is in the process of working to improve areas highlighted by the report.

Program Internal Reviews:

Thanks to all the PDs who completed Internal Reviews. All Programs have now been reviewed and are getting geared up for accreditation.

Standard CanAMS Questionnaire Responses:

Responses to be used for CanAMS questionnaire on shared policies and processes around LOA, remediation/dismissal/appeals, RWO, etc. will be coming soon.

Important Accreditation Dates:

- *Program CanAMS Documents Submission Deadline* – **October 11, 2019**
- *Accreditation Survey Visit* – **March 2-6, 2020**

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## PD Outstanding Achievement Award

Dr. Henry Broekhuysen was recognized at the May 15th PD workshop for Outstanding Achievement as a Program Director.



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## CBME - Programs Launching in 2019

The following UBC programs will be launching CBME in 2019:

- Anatomical Pathology
- Cardiac Surgery
- Critical Care Medicine
- Gastroenterology
- General Internal Medicine
- Geriatric Medicine
- Internal Medicine
- Neurosurgery
- Obstetrics and Gynecology
- Radiation Oncology
- Rheumatology - Adult & Peds\_

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## Prescription Privileges and Pad Requests

Please refer to the [PGME website](#) for information and forms required to request prescription privileges for residents and clinical fellows. All requests must be

sent to the Postgrad Dean's Office at [postgrad@postgrad.med.ubc.ca](mailto:postgrad@postgrad.med.ubc.ca). The PGME Office will send the Rx pads to the programs if they cannot be picked up from our office at City Square.

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## BPAS Workshop

As you are likely aware CaRMS have been working on a project called [Best Practices in Application and Selection \(BPAS\)](#). These changes are intended to bring increased clarity and transparency into the Resident selection process.

BPAS [enhancements](#) will be in place for all programs when CaRMS Online opens for the 2020 match cycle on June 26, 2019.

With this in mind CaRMS have kindly agreed to present to UBC PGME programs on **Monday June 24 from 10 - 11am** in the **Eye Care Centre Auditorium** (Vancouver General Hospital) - This session will be delivered by Geneviève Leroux, Manager, Client Services, CaRMS.

You should have received a calendar invitation as well. The session will be recorded if you are unable to attend in person or by video conference.

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## RMS Updates

**Rollover to 2019/20 Academic Year:**

**Hello "New" Residents, Goodbye "Completing" Residents**

- **New Residents** will appear in your Tracking Inbox on their start date. For the majority of new or transferring Residents, this will happen on Monday, July 1st.
- **Completing Residents** will no longer appear in your Tracking Inbox after their last day in your program.
- Please ensure any outstanding items that require action in RMS are completed before their end date (while you still have RMS access to these Residents).
- Residents no longer in your program can still be searched via Last Name, Resident ID, etc. using your [RMS-Read Only role](#).

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### 2018/19 Statutory Holidays

You may want to remind your Residents to ensure all their 2018/19 stat holidays have already been submitted in RMS for your approval.

- Residents can only submit past stat holidays in RMS **within the same academic year** (e.g. August 6, 2018 (BC Day) can still be submitted by

Residents until June 30, 2019).

- Any outstanding stat holidays from previous academic years can only be submitted in RMS by the Program Administrator on their Resident's behalf.

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## 2019/20 PGME Registration

The [registration](#) deadline for all residents that are in "active" status during any portion of the 2019/20 academic year (returning residents) is **Monday, July 1st**. Please ensure your residents have all registered by the deadline.

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## 2019/20 Chief Allowance - RMS Delay

There has been a delay in the opening of Chief Allowances in RMS for 2019/2020 as we are waiting to make any changes that may be needed upon receiving the new Collective Agreement. An update will be sent out as soon as possible.

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## Need more information on RMS policies and guidelines?

Please check out the [Policies & Guidelines](#) section of the [RMS PA Landing Page](#) for "quick reference" information on RMS processes.

For example:

- Is supporting documentation required for medical leaves?
- What is the process if a Resident wishes to have previous training considered for credit?
- How do I make an adjustment to match a Resident's PGY end date to their block end date?

The section also includes links directing users where to find more comprehensive information.

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## RMS Updates (effective now)

### 1) Promotion Reviews

- Workflow Action of "Place On-Hold" has been replaced with "Place Under Review by Program"
- Status of "On-Hold" has been changed to "**Under Review by Program**"

### 2) Syllabus

- "Syllabus" (uploaded when submitting "Part-Time" rotation exception) has been renamed "[Rotation Exception Schedule](#)"



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