



THE UNIVERSITY OF BRITISH COLUMBIA
Faculty of Medicine

PGME DEAN'S OFFICE UPDATE | MARCH 2020

A regular newsletter for our PGME PDs and PAs, with information specific to you.

PGME COVID-19 RESPONSE & RESOURCES



We know that the rapidly evolving COVID-19 situation has been challenging for everyone and we want to thank you for all your continued efforts to support your colleagues and residents during this difficult time.

We have created a [PGME COVID-19 FAQ web-page](#) that is updated frequently as we receive new information. We will also continue to send out email updates as needed.

Please reach out to PGME if you need any support. Our office at City Square is closed, but we are all working remotely and available by email or Skype. Since our office is closed, please do not send us any physical mail at the moment.

We imagine that many of you may be working remotely as well. You may find this [UBC telecommuting guide](#) useful.

Please also continue to take care of your own health. UBC HR has compiled some great resources for supporting mental health on [this site](#).

ACCREDITATION UPDATE

With the challenges related to COVID-19 that have unfolded in the last few weeks, the PGME accreditation visit already seems long past. We wanted, however, to take a moment to give another expression of our gratitude for everyone's efforts – from the hours spent on curriculum maps, to preparatory communications, to your dash to make sure the surveyors had coffee.



While the timing of the reviews was challenging and your recuperation period was cut short, it is our hope that you can, as we do, come away feeling that the results of your daily efforts and those of your colleagues were both recognized and reinforced. We are very privileged to be surrounded by so many dedicated and talented people who believe so strongly in postgraduate medical education here in B.C.

For a summary of preliminary accreditation results, outcomes and what happens next, click [here](#).

PGME RESIDENT REIMBURSEMENTS UPDATE



Special Approval Process for Resident Reimbursement Submission:

PGME has implemented a special approval process to accept email approval/electronic signatures and scanned or photo supporting documentation for resident reimbursement claims during UBC's COVID-19 response. Please see the [PGME website](#) for more details.

Updated mileage grid:

PGME offers the use of a mileage grid to increase the efficiency of reimbursement processing. We have updated the mileage grid to include more sites and a quick look up tool. Please download the new grid from the [PGME website](#).

Updated Reimbursement Expense Summary:

We have summarized all PGME reimbursable travel expenses in the Resident Reimbursement Summary. This file has been updated recently and is available on the [PGME website](#).

RESIDENT WELLNESS OFFICE (RWO) UPDATES

Counsellor availability updates:

In these uncertain and challenging times, Resident health and safety is our number one concern. For this reason, the PGME Resident Wellness Office has made the decision to suspend any in-person counselling appointments for the time being. We will resume in-person counselling as quickly as possible, when it is safe to do so. All counselling appointments will be facilitated via telephone or videoconference. Counsellors will be working varied hours at this time, including more evening appointments. If residents currently have an appointment booked, their counsellor will be in touch to reschedule.



Group Support Updates:

Given the nature of Ice Cream Rounds, this type of group support session can only be facilitated in person. At this time we are very tentatively keeping all scheduled group support sessions scheduled after Friday April 3rd as is. However, given the constantly evolving updates on COVID-19, we recognize that this position may change. If it is not safe for groups of residents to meet in person, we will cancel all Ice Cream Rounds and will look forward to rescheduling an Ice Cream Rounds session with your program in the new academic year. We will work to provide updates ongoing as we receive updates and guidance from PGME.

Wellness Resources during the COVID-19 Crisis:

The RWO encourages residents (and staff) to [take a look at wellness resources available](#) during this time.

RMS UPDATES

Resident Promotion Reviews (April 1 - 30, 2020):

Promotion Reviews begin on **Wednesday, April 1, 2020** for Residents with the PGY End Date of June 30, 2020. Reviews that require approval will appear on your Residents Reviews Queue (RMS Home Page). You will also receive an email notification indicating that you have reviews to approve in RMS.

The deadline to approve all Promotion Reviews is **Monday, April 30th**. Should you have any issues meeting the deadline this year, please [reach out to _____](mailto:delfa.balagot@ubc.ca) delfa.balagot@ubc.ca.

Please refer to the [Resident Promotion Reviews Guide](#) for more information including FAQs and instructions.



CaRMS R1 Intake in RMS:

Residents matched through the 1st iteration of the R1 CaRMS match have now been added to RMS. Follow [these instructions](#) for viewing new residents prior to their start date.

PGME RMS Important Dates:

Upcoming important dates and deadlines are now posted on the RMS News and Notifications ([Home Page](#)).

ACADEMIC YEAR ROLL OVER IN one45

Many of us are getting ready to welcome a new set of learners and we need to prepare for the academic year roll over in one45. Please see the following documents for assistance:

- [Guide to a New Academic Year - Clinical](#)
- [Academic Year Roll Over Cheat Sheet](#)

If you require any one45 training, please contact tomeas.support@ubc.ca.



PGME PA ORIENTATION SESSIONS - REGISTRATION ON HOLD



Due to the physical closure of the UBC offices at City Square and the increased workload many Program Administrators are experiencing right now, the registration for the PA Orientation Sessions is on hold. Registration for PAs will re-open once we are able to address the uncertainty of the current situation.

Registrants for the March 30th session will be contacted individually regarding their session, which will be rescheduled as soon as we are able to adjust to the current environment.

If you have any questions or concerns regarding PGME PA Orientation sessions, please contact erin.bresnan@ubc.ca.

IMG CLINICAL ASSESSMENT PROGRAM APPLICATION CYCLE

The International Medical Graduate Clinical Assessment Program applications open on **April 1st** and close on **May 29th**.

IMG CAP inquiries can be directed to imgbc.postgrad@ubc.ca.





CBME UPDATES

Entrada Updates & Resources:

All Royal College programs will be using Entrada as the main CBME assessment platform.

Entrada Quick Start Guides:



- [Competence Committee Guide](#)
- (PDF) [Faculty Guide](#) (PDF)
- How to access Entrada and guidance for [setting up your CWL](#).

Entrada Support and Training:

Elaine Molloy is available for targeted Entrada help sessions during this period of remote work. Please contact her directly to arrange a time or to answer your questions at elaine.molloy@ubc.ca.

CBD Innovator Award

Congratulations to **Dr. Peter Gooderham**, Program Director for Neurosurgery, who is the latest recipient of the CBD Innovator Award from the Royal College! See their newsletter, ***CBD Community Touchpoint***, for the full [interview](#).

Need more info?

Have a look at our [website](#) and the resources that we have developed and listed. If you have any questions, do not hesitate to contact us at pgme.cbme@ubc.ca.

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