

Explore & Focus Committee Minutes

Date	January 31, 2022
Time	4:00 – 5:30PM
Co-Chairs	<i>Mark Whipple, Esther Chung</i>
Attendees	Academic Chair: <i>Esther Chung</i>
<input checked="" type="checkbox"/> QUORUM REACHED: 14	Voting Members: <i>Alson Burke, Amanda Kost, Doug Schaad, Emily Myers, Jaryd Unangst, Matt Cunningham, , Mike Spinelli, Matt Hollon, Ralph Ermoian, Roger Tatum, Sarah Thomson, Thomas Payne, Troy Johnston</i>
	Guests: <i>Kellie Engle, Julie Bould, Sylvia Zavatchen, Karla Kelly, Laura Ellis, Michael Champion, Gerald Tolbert, Nick Cheung, Sara Fear, Alexis Rush, Alisa Ulrich-Herrera, Claire Sandstrom, Eric Kraus, Erin Gunsul, Gina Franco, Heather McPhillips, Heidi Combs, Allie Correll-Buss, Darryl Potyk, Ivan Henson, Jake Gross, Jong Kim, Jordan Symons, Judy Swanson, Kelley Goetz, Kristen Seiler, Laura Yale, Lena Sibulesky, Lourdes DelRosso, Margie Trenary, Ross Kessler, Scott Bailey, Maya Sardesai, Sara Kim, Gregory Schmale, Paul Borghesani, Miranda Olsen, Ny-Ying Lam, Ruth Sanchez</i>
Regrets	Voting members: <i>Barb Doty, Chelsea Denney, Madelyn Peha, Nam Tran, Susan Merel</i>

Agenda

	ITEM	LEAD	TIME	ATTACHMENT	ACTION
1	Approve December Minutes	Esther Chung	5 min	Attachment A	Decision
2	Announcement: Registration staffing update	Esther Chung / Kellie Engle	5 min		Announcement
3	2021 Summer and Fall Quarters Clinical Encounters	Erin Gunsul	5 min	Attachment B	Discussion
4	Learning Environment	Karla Kelly / Sylvia Zavatchen / Julie Bould	15 min		Discussion
5	Exam Schedule Guideline Discussion	Matt Cunningham	20 min	Attachment C	Discussion / Decision
6	Scheduling Visiting Students: Date Change	Laura Ellis	20 min		Discussion / Decision
7	2020-2021 Wrap-Up and Quality Improvements	Esther Chung	20 min		Discussion

Next Meeting: February 28, 2022

1. Approve December Minutes		
Discussion: The committee voted to approve December meeting minutes.		
<input checked="" type="checkbox"/> DECISION REQUIRED?	[11] VOTES FOR	[0] VOTES AGAINST
Decision: The Explore & Focus committee approved December meeting minutes		

2. Announcement: Registration staffing update		
Discussion: The Registration team is currently understaffed and receiving coverage and help from other units. We ask for patience and understanding during this time. If you have questions, e-mail Dr. Maya Sardesai , the Assistant Dean for Student Development, or the Registration's general address at somreg@uw.edu .		

3. 2021 Summer and Fall Quarters Clinical Encounters		
Discussion: The committee reviewed the clinical encounters data for the three required Explore & Focus Phase clerkship (Emergency Medicine, Neurology, and Neurosurgery).		
<p>The committee discussed how often this data should be reviewed. This was a citation are from the 2018 Liaison Committee for Medical Education (LCME) accreditation cycle. The UW School of Medicine (UWSOM) recently cleared this citation. The LCME requires oversight of this area, but the UWSOM can set how often the data is reviewed internally. ACTION: The Curriculum and Educational Quality Improvement (EQI) teams will discuss how often this data should be presented to the clinical phase committees.</p> <p>See meeting handouts for details.</p>		

4. Learning Environment		
Discussion: Last year, the Learning Environment (LE) team conducted a survey to document LE initiatives clerkships have implemented in the last five years. These initiatives / best practices are being presented to the clinical phase committees and are also published in newsletter for the students and faculty.		
<p>The department of Neurosurgery presented their learning environment initiative: Empowerment Evaluation. This initiative's goal is to better understand the student experience using concepts from the theory of empowerment evaluations. The process involves stakeholders in an egalitarian process of review, critique, and improvement to:</p> <ul style="list-style-type: none"> • Foster greater program self-reflection • Lead to an evidence-based model of decision-making • Expand opportunities for students, faculty and staff to work collaboratively to improve and refine the curriculum <p>The Neurosurgery clerkship piloted the use of empowerment evaluations in the required clerkships in Seattle and Spokane and the elective clerkship in Seattle. Clerkship administrators led regular feedback sessions with students and gathered feedback on high yield aspects of the clerkship and areas that could be improved.</p> <p>Lessons learned</p> <ul style="list-style-type: none"> • Students will advocate for change when a safe environment is provided 		

- Group synergy fosters better feedback
- Empowering program administration facilitates course improvement
- Simplifying logistics improves student satisfaction
- Students provide insights into the residency program as well
- During times of frequent change – COVID restrictions on group meetings, OR observations, clinical encounters – this tool is especially effective in responding to the needs of students
- Through this method, we can ensure “sustainable cycles of review and improvement.” (Fetterman, et al).

Seeing meeting handouts for details.

5. Exam Schedule Guideline Discussion

Discussion: The timing of clerkship final exams was adjusted for the 2020-2021 and 2021-2022 Patient Care and Explore & Focus phases due to the COVID-19 pandemic. Exams were originally scheduled on Thursdays but were moved to Fridays to give students more time in the clinical learning environment. This change will expire at the end of this year and will revert to the original policy language. The committee discussed whether to continue this change into the next academic year.

It would be logistically challenging for different clerkships to have different exam days, so it is important for both the Explore & Focus and Patient Care committees to be on the same page. NBME will continue to allow remote proctoring through July 2022.

The committee provided feedback:

- The UWSOM should get more robust student feedback on which day to hold final exams.
- The Emergency Medicine clerkship representatives support Friday exams to maintain more clinical contact time.
- The Neurosurgery clerkship representatives support Friday exams.
- Neurology thinks either day is acceptable.

Student representatives provided their thoughts:

- Friday exams work well. It provides more study time and clinical contact time.
- Remote proctored exams help with test anxiety.

ACTION: Matt will report back what the Patient Care Committee approves for this topic.

6. Scheduling Visiting Students: Date Change

Discussion: The committee discussed the timeline for scheduling visiting student rotations for the 2022-2023 academic year. Currently, the School does not schedule visiting students until May of the academic year. The May timeline is a holdover from when clerkships were scheduled from July – June. The current schedule is from April – March. Many departments would like to start scheduling visiting students in early March. There is concern that the UWSOM misses out on excellent visiting students because the timeline is so late.

From a registration perspective, rising MS4 students are typically scheduled for their graduation requirements prior to March 1st. However, students can make changes to their Explore & Focus rotations

up to six weeks before the start date. Allowing visiting students to register for rotations earlier may impact availability for UWSOM students.

The upcoming clerkship year starts March 28, 2022. The six-week deadline to make adjustments for UWSOM students is February 14, 2022. We could begin scheduling visiting students on March 15th, which would give UWSOM students adequate time to make adjustments for rotations that start on March 28th. However, some rotations have later start dates and consequently a later deadline for UWSOM students to make changes. In the past, visiting students were not scheduled until after the six-week deadline had passed for each block—this is harder for visiting students, but gives UWSOM students priority.

Additional considerations include:

- The COVID-19 pandemic. A one-year waiver was added to the [Credit Limit in a Specialty policy](#): “Temporary change for the 2021-2022 academic year: Rotations outside of the WWAMI region (697) are limited to one 4 weeks/8 credit clerkship per student per specialty.” It is unclear how the pandemic will impact the clinical education environment.
- Staff workload / workflow. This is a quick turnaround for changing the timeline and may not be feasible from an administrative perspective.
- A significant number of students change their schedules throughout the year. The scheduling process takes place before students have completed all Patient Care phase clerkships and before the start of Explore & Focus Phase, so many students are not committed to a specialty when they register for Explore & Focus Phase. Therefore, students are able to make changes up until six weeks prior to the start date of their scheduled rotation. Common reasons for changes include:
 - Changing residency plans
 - Changing specialty
 - Receiving updated guidance on rotations to make their residency applications more competitive
 - Needing to reschedule due to residency interviews
 - Step 2 failures requiring more study time
 - Various personal reasons

After discussion, the committee decided to vote on the following motion via e-vote: Allow the UWSOM to start scheduling visiting students on April 1, 2022 for the 2022-2023 clerkship year.

7. 2020-2021 Wrap-Up and Quality Improvements

Discussion: E-mail somgov@uw.edu with any quality improvement topics you’d like to discuss at future meetings.