



Explore & Focus Phase Committee Minutes

Date	January 29, 2024
Time	4:00 – 5:30PM PT
Attendees	Academic Chair: Esther Chung; Executive Chair: Joshua Jauregui
<input checked="" type="checkbox"/> QUORUM REACHED:	Voting Members: Joshua Jauregui, Esther Chung, Alson Burke, Matt Cunningham, Ralph Ermoian, Sarah Thomson, Troy Johnston, Erich Garland
	Guests: Emmanuel Wright, Claire Sandstorm, Eric Malmberg, Josiah Hanson, Jung Lee, Susan Merel, Doug Schaad, Sarah Wood, Sara Kim, Ruth, Pual Borghesani, Niels Beck, Micheal Campion, Megan Osika-Dass, Megan Mast, Mary Sargent, Margie Trenary, Lena Sibulesky, Kristen Seiler, Karla Kelly, Justin Loren, Julie Bould, Jordan Kinder, Justin Magee, Ivan Henson, Heather McPhillips, Gina Franco, Geoff Jones, Eric Kraus, Chris Jons, Jerome Graber
Regrets	Voting members: Barb Doty, Emily Myers, Daniel Robinson, Mike Spinelli, Roger Tatum

Agenda

	ITEM	LEAD	TIME	ATTACHMENT	ACTION
1	Announcement E-Vote Approval: November Meeting Minutes Student Absenteeism Workgroup Clerkship Communication Policy New Clerkship OB GYN APC Advanced Rural Gynecology - Prosser, WA	Emmanuel Wright	5 min		Announcement
2	Departmental Lead/New Department of Dermatology Introduction	Esther Chung/ Josiah Hanson	10 Min	Attachment A	Announcement
3	Approve December Meeting Minutes	Joshua Jauregui	5 Min	Attachment B	Decision
4	APC and Electives Rating Items	Esther Chung	10 Min	Attachment C	Decision
5	New Clerkship Approval: Geriatric Medicine and Palliative Care Consultation – Missoula, MT	Dr. Susan Merel	5 Min	Attachment D	Decision
6	Clerkship Communication Policy Subcommittee Discussion	Esther Chung/ Eric Kraus	25 Min	Attachment E	Discussion



7	Explore and Focus End of Phase Report	Matt Cunningham	30 Min	Attachment F	Discussion
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1. Announcements		
Discussion: The follow announcements were made to the Patient Care Committee:		
<ul style="list-style-type: none"> • November Meeting Minutes were approved. • Student Absenteeism Workgroup • Clerkship Communication Policy 		
New Clerkship OB GYN APC Advanced Rural Gynecology - Prosser, WA.		
<input type="checkbox"/> DECISION REQUIRED?	[] VOTES FOR	[] VOTES AGAINST
Decision: The follow announcements were made to the Patient Care Committee:		
<ul style="list-style-type: none"> • November Meeting Minutes were approved. • Student Absenteeism Workgroup • Clerkship Communication Policy 		
New Clerkship OB GYN APC Advanced Rural Gynecology - Prosser, WA		

2. Departmental Lead/ New Department of Dermatology Introduction		
Discussion: The committee was introduced to the new Dermatology Departmental Lead Josiah Hanson and was given the following details about the new departmental lead’s background:		
<ul style="list-style-type: none"> • Acting Assistant Professor and Director of Medical Student Education in Dermatology at the University of Washington. • Completed medical school and residency at the University of Washington. • Serves as a clinical dermatologist at UW Medical Center and Fred Hutch Cancer Center. • Fellowship-trained in dermatopathology. • Dedicates time to examining skin specimens and training medical students, dermatology residents, and pathology residents at Montlake Medical Center. • Passionate about mentoring medical students with interests in dermatology. • Involved in training students across various specialties in skin pathology and treatments. 		
<input type="checkbox"/> DECISION REQUIRED?	[] VOTES FOR	[] VOTES AGAINST
Decision: The Explore & Focus Phase Committee was introduced to the new Dermatology Department Lead Josiah Hanson		

3. Approve Meeting Minutes		
Discussion: The committee reviewed the previous meeting’s minutes.		
<input checked="" type="checkbox"/> DECISION REQUIRED?	[] VOTES FOR	[] VOTES AGAINST
Decision: The Explore & Focus Phase Committee will vote on the December Meeting Minutes via e-Vote.		

4. APC Elective Rating Items		
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- **Discussion:** The committee engaged in a detailed discussion about the introduction and potential implementation of a new evaluation form for the WRITE Clerkship Updates, focusing on its effectiveness and how well it aligns with existing educational competencies.
- The primary points of the discussion included:
 - The aim of the proposed form is to bring a standardized approach to evaluation across various departments while enhancing its ease of use and relevance.
 - Significant concerns were voiced about the subjective language used in the evaluation tool. There was a consensus that the tool might not accurately reflect student performance, and there was a risk of inconsistent grading across different departments.
 - The idea of incorporating Entrustable Professional Activities (EPAs) into the evaluation process was proposed as a solution to enhance objectivity and clarity in assessments.
 - There were apprehensions regarding the implementation timeline of the new form. These stemmed from the impending need for comprehensive faculty development programs to adapt to the new form and the upcoming transition of certain phases of the curriculum to a pass/fail grading system.
 - A debate ensued over whether it would be more beneficial to implement the new form in the upcoming academic year or to delay its rollout to allow for more in-depth development and better alignment with other ongoing assessment changes.
 - The importance of maintaining transparency and consistency in student evaluations was strongly emphasized. It was proposed that the committee should revisit this topic in a future meeting after gathering additional feedback and conducting a thorough review.
 - The issue of how the new form would affect both students and faculty, particularly in terms of understanding and adapting to the new evaluation criteria, was also discussed.

The meeting concluded with a resolution to collect more feedback on both the current and proposed evaluation forms. This would enable the committee to make a more informed decision at a subsequent meeting, taking into consideration the various concerns and suggestions raised during the discussion.

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Decision: The meeting ended with a decision to seek further input on the current and proposed forms before making a final decision in a future meeting.

5. New Clerkship Approval: Geriatric Medicine and Palliative Care Consultation—Missoula, MT

Discussion: The committee discussed the development and structure of the "Geriatric Medicine and Palliative Care Consultation" elective in Missoula, MT. The key aspects of this discussion included:

- **Introduction of a New Four-Week Elective:** This elective was created in response to logistical challenges with the previous two-week palliative care rotation, combining geriatrics and palliative care into a comprehensive four-week program.
- **Diverse Clinical Experiences:** The elective offers a mix of inpatient palliative care consultations and experiences in a geriatrics-focused internal medicine clinic, including long-term care and home visits, to provide a broad clinical exposure.
- **Unique Learning Opportunities:** Students will have the opportunity to accompany a hospice nurse on home visits and shadow a physical therapist in a geriatric rehab setting, gaining insights into family systems, symptom management, and the dying process.



- **Balance Between Shadowing and Active Participation:** The structure ensures a balance of observational learning and active participation, with substantial time in both palliative care and geriatric clinics.
- **Integrated Feedback and Evaluation:** Continuous feedback and evaluations are emphasized to enhance the learning experience.
- **Open Discussion and Clarifications:** Following the presentation, questions were addressed regarding the elective's schedule, the integration of various clinical experiences, and its impact on student learning. Concerns and queries raised included ensuring the continuity of care in diverse settings, the feasibility of balancing multiple learning environments, and the logistical aspects of coordinating the different components of the elective.

In conclusion, the "Geriatric Medicine and Palliative Care Consultation" elective in Missoula, MT, has been thoughtfully designed to address past challenges while providing students with a rich array of clinical experiences in both palliative care and geriatrics. The committee's engagement and the addressing of questions highlight a collaborative effort to refine the elective for optimal student learning.

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Decision: The Explore & Focus Phase Committee motioned and seconded the new Clerkship Approval: Geriatric Medicine and Palliative Care Consultation –Missoula MT and will decide on its approval through an e-Vote.

6. Clerkship Communication Policy Subcommittee Discussion

Discussion: The committee discussed the revision of a communication policy, with the following key details and concerns raised:

- **Overview of Policy Revision:** The policy revision process involved multiple iterations and consideration of feedback from the Patient Care Committee. The aim was to address requirements for elective clerkships in both the Patient Care Phase and the Explore and Focus Phase.
- **Diverse Requirements for Communication:** The policy acknowledges that some student communications require weeks or months of preparation, while others need only days. This variability poses a challenge in standardizing processes.
- **Key Components of the Policy:**
 - **Credentialing Requirements:** The policy highlights the varying timeframes needed for credentialing at different sites, with some requiring action as early as four months in advance.
 - **Communication Timeliness:** The difficulty in synchronizing the student's need to inform about anticipated absences (six weeks in advance) with the ability of clerkships to provide timely schedules was a major concern.
 - **Accommodation and Absentee Policy:** The policy links to the absentee and attendance policy, emphasizing the need for students to communicate in advance for any anticipated absences.
- **Flowchart Inclusion:** A flowchart was introduced to ensure all parties involved in the communication process are accounted for, including students, site directors, administrators, and clerkship departments.
- **Discussion on Practicality and Implementation:**



- Concerns were raised about the feasibility of getting student schedules out in advance, particularly for clerkships involving night call and weekend duties.
- The challenge of ensuring clerkships can accommodate student requests made six weeks in advance, given the variability in when schedules can be finalized, was discussed.
- **Feedback and Improvement Mechanisms:** Questions were raised about how to track the policy's effectiveness and incorporate student feedback for continuous improvement.
- **Integration with Other Policies:** Suggestions were made to reference related policies like disability resources and health policies within this communication policy for comprehensive coverage.
- **Finalizing the Policy:** The committee sought to finalize the policy for a vote, with an emphasis on making any necessary adjustments based on the discussion.

In conclusion, the committee's discussion on the communication policy revision focused on balancing the need for timely and effective communication with the practical challenges of diverse clerkship requirements. The policy aims to be student-focused while acknowledging the complexities involved in coordinating across various departments and sites.

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Decision: The Explore & Focus Phase Committee discussed the communication policy revision focused on balancing the need for timely and effective communication with the practical challenges of diverse clerkship requirements and will vote on the official revisions at the next Committee Meeting.

7. Explore and Focus End of Phase Report

Discussion: The committee discussed the end of phase report and relevant policy matters, addressing concerns raised and key details as follows:

- **Approval of New Clerkship:** The committee agreed to proceed with an e-vote for the approval of a new clerkship.
- **End of Phase Report Overview:** The report summarized key data from required clerkships, APCs, and SUB-Is, with a focus on the E19 student cohort. It included clinical and final grades, exam scores, and evaluations.
- **Grading Trends and Exam Scores:** The report presented trends in honors grades across various clerkships, highlighting the impact of exam scores on final grades. Concerns were raised about a general downward trend in honors grades throughout the clinical year.
- **Distribution of Honors Grades by Demographics:** Analysis of honors grades distribution across race/ethnicity groups and genders revealed variations in grading outcomes, raising concerns about potential disparities.
- **Clerkship Evaluation Data:** The report provided data on mid-rotation feedback, work hours compliance, and student participation in patient care. Concerns were raised about the inconsistency in providing mid-rotation feedback.
- **Student Survey Insights:** The end of phase survey data covered student satisfaction with clinical education, learning environment, and feedback. Concerns were raised regarding areas like the perceived fairness of summative assessments.
- **Response to Identified Patterns:** In response to identified patterns in the data, the committee is focusing on improving responsiveness to student feedback and addressing issues highlighted in the survey.



In summary, the committee's discussion was centered on reviewing the end of phase report, addressing concerns raised about grading trends, evaluation disparities, and student feedback. The discussion aimed to identify areas for improvement in clinical education and student satisfaction.

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Decision: The Explore & Focus Phase Committee discussed the end of phase report data to identify areas for improvement in clinical education, grading practices, and student satisfaction.