



## Patient Care Phase Committee Minutes

<b>Date</b>	January 22, 2024
<b>Time</b>	4:00 – 5:30PM PT
<b>Attendees</b>	<b>Academic Chair:</b> <i>Kris Calhoun</i> ; <b>Executive Chair:</b> <i>Joshua Jauregui</i>
<input checked="" type="checkbox"/> QUORUM REACHED:	<b>Voting Members:</b> : <i>Joshua Jauregui, Kris Calhoun, Abena Knight, Devin Sawyer, Jennifer Wright, John McCarthy, Matt Cunningham, Paul Borghesani, Toby Keys, Alicia Scribner</i>
	<b>Guests:</b> <i>Emmanuel Wright, Vicki Mendiratta, Schaad, Edith Wang, Sara Fear, Kristen Seiler, Mary Sargent, Amy Dettori, Bekah urns, Debbie Blackstone, Erik D. Malmberg, Esther Chung, Gabriel Sarah, Gerald Tolbert, Gina Franco, Julie Bond, Jung Lee, Karla Kelly, Kristen Seiler, Margie Trenary, Megan Mast, Megan Osika-Dass, Micheal Campion, Nadeja Bespalova, Pam Pentin, Sara Kim, Sarah Wood</i>
<b>Regrets</b>	<b>Voting members:</b> <i>David Horn, Evan Johnson, Jesse Tonkinson, Leslee Kane, Mike Spinelli, Puala Silha, Serena Brewer, Johnson Huang</i>

### Agenda

	ITEM	LEAD	TIME	ATTACHMENTS	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	N/A	Announcement
2	Announcement PCC Representative for Foundations Phase Committee	Joshua Jauregui	5 Min	N/A	Announcement
3	Approve December Meeting Minutes	Kris Calhoun	5 Min	Attachment A	Decision
4	FM Clerkship Changes	Toby Keys	10 Min	N/A	Decision



5	Clerkship Communication Policy Discussion	Kristen Seiler/Esther Chung	20 Min	Attachment B	Decision
6	End of Phase Report	Matt Cunningham	30 Min	Attachment C	Discussion

1. Announcements		
<b>Discussion:</b> The follow announcements were made to the Patient Care Committee:		
<ul style="list-style-type: none"> <li>• November Meeting Minutes were approved.</li> <li>• Student Absenteeism Workgroup</li> <li>• Clerkship Communication Policy</li> <li>• New Clerkship OB GYN APC Advanced Rural Gynecology - Prosser, WA</li> </ul>		
<input type="checkbox"/> DECISION REQUIRED?	<input type="checkbox"/> VOTES FOR	<input type="checkbox"/> VOTES AGAINST
<b>Decision:</b> The follow announcements were made to the Patient Care Committee:		
<ul style="list-style-type: none"> <li>• November Meeting Minutes were approved.</li> <li>• Student Absenteeism Workgroup</li> <li>• Clerkship Communication Policy</li> <li>• New Clerkship OB GYN APC Advanced Rural Gynecology - Prosser, WA</li> </ul>		

2. Announcement: PCC Representative in Foundations Phase		
<b>Discussion:</b> The committee discussed the governance structure within an educational curriculum, focusing on the hierarchical oversight mechanisms led by the Vice Dean for Academic Affairs, supplemented by the Faculty Council and Academic Affairs and Curriculum Committee. The conversation then shifted to a specific committee in patient care, highlighting its integral role in ensuring representation within other committees. A prominent topic was the vacancy in the Foundation Phase Committee, responsible for overseeing the curriculum's initial phase.		
The importance of the committee's role in decision-making was exemplified by a policy change regarding the timing of a medical step examination and its impact on student clerkships. This example served to illustrate the significant, interconnected effects of committee decisions.		
In conclusion, the committee was informed about an upcoming request for interest from eligible voting members to represent the patient care committee on the Foundation Phase Committee. The need for a current voting member from the patient care committee to fill this role was emphasized, underlining the vital importance of these governance structures in the academic environment.		
<input type="checkbox"/> DECISION REQUIRED?	<input type="checkbox"/> VOTES FOR	<input type="checkbox"/> VOTES AGAINST
<b>Decision:</b> The committee was informed about an upcoming request for interest from eligible voting members to represent the patient care committee on the Foundation Phase Committee.		



3. Approve Meeting minutes		
<b>Discussion:</b> The committee reviewed the previous meeting's minutes.		
<input checked="" type="checkbox"/> DECISION REQUIRED?	[9] VOTES FOR	[0] VOTES AGAINST
<b>Decision:</b> The Patient Care Phase Committee approved the December minutes.		

4. FM Clerkship Changes		
<b>Discussion:</b> The committee's discussion regarding the proposed adjustments in the grading criteria encompassed several critical points:		
<ul style="list-style-type: none"> <li>• <b>Existing Grading Threshold:</b> The honors cut-off threshold in the current clerkship grading system is established at 91 points.</li> <li>• <b>Identified Inconsistency in Grading:</b> An issue was highlighted within the existing system wherein a student could potentially fail the family medicine exam, yet attain a perfect score in clinical assessments, leading to an honors grade overall. This scenario presents a discrepancy in the grading system.</li> <li>• <b>Suggested Modification to Grading Scale:</b> To address this issue, the committee proposed an increase in the final grade cut-off from 91 to 91.6 points.</li> <li>• <b>Rationale Behind the Suggested Change:</b> The intent of this modification is to eliminate the mathematical possibility of a student receiving an honors grade despite failing the family medicine exam, thereby ensuring a more accurate and equitable evaluation of student performance.</li> <li>• <b>Solicitation of Feedback and Queries:</b> Following the presentation of the proposed change, the committee opened the floor for any inquiries or feedback, providing an opportunity for discussion and clarification on the matter.</li> </ul>		
<input checked="" type="checkbox"/> DECISION REQUIRED?	[8] VOTES FOR	[0] VOTES AGAINST
<b>Decision:</b> The Patient Care Committee voted to accept proposed changes to the FM Clerkship.		

5. Clerkship Communication Policy		
<b>Discussion:</b> The committee discussed the revision of a clerkship communication policy, focusing on guidelines created years ago that had not been formally voted on. The intent was to clarify language and set clear expectations for students, particularly regarding where and to whom they should report at various stages of their clerkship. The policy was designed to be student-centric, providing necessary information for students to be successful from day one.		
<p>Significant attention was given to the feedback from committee members regarding the practicality and specificity of the policy, especially concerning the scheduling of clerkships. There was a concern about setting realistic expectations for students, particularly in terms of receiving schedules in advance. The discussion highlighted the need for flexibility in the policy to accommodate the variability across different sites and phases of the clerkship.</p> <p>The committee also considered the administrative burden of the policy, striving to balance the need for clear communication with students against the constraints faced by site directors and administrators. The idea of making the policy general enough to apply to all sites, while not being overly prescriptive, was a key focus.</p>		



Throughout the discussion, there was an acknowledgment of the need to respond to student requests for better communication and clarity, particularly regarding their schedules and responsibilities. The committee aimed to finalize a revised draft of the policy, considering the feedback and discussions, in anticipation of the new academic year. The goal was to create a policy that was both responsive to student needs and manageable for administrators and site directors.

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**Decision:** The committee aimed to finalize a revised draft of the policy, considering the feedback and discussions, in anticipation of the new academic year.

#### 6. Patient Care End of Phase Report

**Discussion:** The committee's discussion covered several distinct topics, each crucial to the overall analysis of the end-of-phase report for the 2022-2023 clinical year:

1. **Clinical and Final Grades Analysis:** The report delved into the grading patterns across different clerkships. A notable trend was the significant impact of exam scores on final honors, with a general reduction in honors due to these scores. The report also highlighted the variation in exam effects across clerkships.
2. **Subject Exam Scores and Trends:** Discussion included an examination of subject exam scores, focusing on the performance trends over the last few years. The committee observed that the performance of students typically aligned with national averages, but there were variations in exam failures among different clerkships.
3. **Student Feedback on Clerkships:** The committee reviewed feedback from students regarding their experiences in clerkships. While overall satisfaction was high in many areas, there were concerns about the fairness of assessments and the responsiveness to student feedback. Particular attention was given to understanding and addressing student feedback effectively.
4. **Learning Environment and Student Mistreatment:** The committee addressed issues related to the learning environment, specifically focusing on student perceptions of mistreatment. Despite high satisfaction in curriculum-related aspects, there were indications of dissatisfaction with the handling of concerns raised about the learning environment.
5. **Challenges in Communication and Responsiveness:** The discussion acknowledged challenges in effectively communicating with students about their feedback and concerns. This topic included exploring ways to improve processes for addressing and responding to student issues, particularly in relation to evaluations and the learning environment.
6. **Future Improvements and Strategies:** Concluding the discussion, the committee recognized the need for continuous improvement in understanding student feedback and concerns. The data and insights gained from the report are expected to guide future changes and enhancements in the clerkship phase of medical education.

The committee's discussion highlighted the complexities and challenges in medical education, emphasizing the importance of continuous assessment and improvement in responding to student needs and experiences.

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**Decision:** The committee's discussion highlighted the complexities and challenges in medical education, emphasizing the importance of continuous assessment and improvement in responding to student needs and experiences.