

**LMPS Residency Advisory Council  
Minutes**

**Date/Time:** 30 Jan 2014, 1300-1500hr  
**Location:** VGH – LMPS Office – Heather Pavilion, Level D, Conference Room #1  
**Chair:** Janice Yeung  
**Minutes:** Janice Yeung  
**Attendance:** Marianna Leung, Mike Legal, Ann-Marie Liberman, Susan Chunick, Zahra Kanji, Tim Lau, Roxane Carr, Kendra Sih, Fong Huynh, Adil Virani, Harrison Lee, Yvonne Huang, Anar Dossa, Liz Dasilva  
**Regrets:** Mark Roberts, Sandra Yin, May Lok

<b>1.0</b>	<b>Review of Minutes 11 Sept 2013</b>	All
	<ul style="list-style-type: none"> <li>▪ <a href="http://www.vhpharmsci.com/residency/resources/residency_advisory_council.html">http://www.vhpharmsci.com/residency/resources/residency_advisory_council.html</a></li> <li>▪ Minutes approved</li> </ul>	
<b>2.0</b>	<b>Business Arising from Minutes</b>	
2.1	<p><b>FH REB &amp; Privacy Processes</b></p> <ul style="list-style-type: none"> <li>▪ Follow up re: 30 Sept 2013 meeting with Susan Chunick and Seana Lee Hamilton to discuss/clarify FH &amp; REB Processes</li> <li>▪ One resident only received final Data Access Agreement approval to proceed with his study on 16 Dec 2014 – delay with Privacy and Security (under HSSBC) signing off</li> <li>▪ Chief resident Sandra Yin has offered to help create an algorithm for the incoming residents</li> <li>▪ Incoming residents to have a session on privacy &amp; confidentiality with Seana (or designate) during Program Orientation Week</li> <li>▪ Discussion re: BC Ethics Harmonization Initiative and updates to the existing approval processes for all pharmacy research in general. Previously, all FH employees conducting research were required to obtain ethical approval from the FH Research Ethics Board in addition to complying with their local/site REB requirements. Susan has advised that going forward, if research projects do not involve FH patients, investigators are only required to forward a copy of their local REB approval certificate to the attention of the FH REB.</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>▪ <b>JY to update LMPS Residency website with regulatory approval processes algorithm once received from Sandra</b></li> <li>▪ <b>JY to schedule privacy &amp; confidentiality session during Program Orientation for incoming residents</b></li> </ul>	JY
<b>3.0</b>	<b>New Business</b>	
3.1	<p><b>RAC Membership Update</b></p> <ul style="list-style-type: none"> <li>▪ Welcome back, Kendra Sih and many thanks to Karen Ng for her contributions to the RAC during Kendra’s leave</li> <li>▪ Thank you to Brandi Newby for all of her contributions to date; she will be unable to participate on this year’s RAC</li> <li>▪ Thank you to Fong Huynh for her contributions to RAC during Mike Legal’s term at UBC – she will continue to serve as an alternate representative for SPH</li> <li>▪ Allison Alleyne (SMH) will be joining the RAC starting Sept 2014</li> </ul>	JY
3.2	<p><b>Application Process</b></p> <ul style="list-style-type: none"> <li>▪ 123 applied, 111 completed applications, 12 incomplete</li> </ul>	JY

	<ul style="list-style-type: none"> <li>▪ 48 interviews offered by LMPS</li> <li>▪ LMPS matched to 22 adult-focused and 2 pediatric-focused residents for 2014-15</li> <li>▪ Incoming 2014/15 BC Pharmacy Practice Residents: <ul style="list-style-type: none"> <li><b>BCCA</b> – Aaron Sha, Nicole Tsao</li> <li><b>VIHA</b> – Nicholas Edwards, Carly Webb, Christopher Yearwood</li> <li><b>NHA</b> – Sara Cassidy, Cindy Yuen</li> <li><b>IHA</b> – Jessica Beach, Maggie Billingsley, Shaylee Peterson, Katie Wong</li> <li><b>LMPS</b> – Debbie Au, France Carriere, Connor Chan, Michael Chan, Alfie Chung, Danika Daley, Danielle Ghag, Alice Hou, Stephanie Hsieh, Jaime Kwok, Caitlin Lang, Torey Lau, Julian Lee, Matthew Morrison, Donna Rahmatian, Erin Ready, Kieran Shah, Jordan Stewart, Joane Tang, Stacey Tkachuk, Kyle Collins, Jason Tan</li> </ul> </li> <li>▪ Decreased number of LMPS residency positions from 2013-14 as SMH had funded six additional positions in anticipation of the opening of their new tower</li> <li>▪ Program start day 9 June 2014 with Program Orientation</li> </ul>	
3.3	<p><b>Residency Training Agreement</b></p> <ul style="list-style-type: none"> <li>▪ Incoming residents may choose to enter into an optional Metro or Non-Metro RTA with LMPS</li> <li>▪ By entering into this agreement, the tuition/books fee of \$17,000 will be waived and residents will receive \$20,000 in wages and a repayable salary as outlined in each RTA - the repayable salary is \$43,000 for the Metro RTA and \$53,000 for the Non-Metro RTA</li> </ul>	AV
3.4	<p><b>Program Details</b></p> <ul style="list-style-type: none"> <li>▪ Update re: adult and peds programs</li> <li>▪ Updates for Peds Program include movement of Distribution to a 3-week rotation (previous 4-week) and addition of a 1-week Teaching rotation precepted by Kendra and Roxane at C&amp;W</li> <li>▪ Vancouver and Fraser Pods now combined into the Adult Pod, with alignment of program details for all adult residents as previously discussed at last RAC meeting</li> <li>▪ TPN Clinical is now an optional 1-week elective; VGH Surgery will incorporate 1-week of TPN Clinical within their 4-week rotation</li> <li>▪ Discussion re: importance of maintaining resident exposure to TPN</li> <li>▪ Development of the 2014-15 residency schedule underway – coordination with the UBC Pharm D Program to align rotation blocks to facilitate tiered precepting opportunities at sites; thank you to Kendra Sih for her help with the Peds rotation schedule</li> <li>▪ Prior credit for learning offered to incoming residents</li> <li>▪ Discussion re: chief residents for 2014-15 cycle</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>▪ Adult and PedsPods will each be represented by one chief resident - JY to update the RAC Terms of Reference – Membership</li> <li>▪ JY to explore incorporation of TPN session with current Enteral Nutrition ADS</li> <li>▪ JY to release DRAFT 2014-15 residency schedule to site Coordinators/preceptors by 31 Jan 2014 to facilitate rotation offerings by LMPS sites to the UBC OEE and PharmD Programs</li> </ul>	JY KS/RC
3.5	<p><b>Oral Assessments</b></p> <ul style="list-style-type: none"> <li>▪ Currently in progress – 15 residents have successfully completed their exams; 9 more exams to be conducted in Feb/Mar/Apr</li> <li>▪ Discussion re: feedback from current residents, optimal timing of exams, number of required exams per year, encouragement of residents to solicit the help of preceptors/mentors to organize practice exams</li> </ul>	ML

	<ul style="list-style-type: none"> <li>Format for oral assessment scheduling to remain unchanged for 2014-15 cycle, but ongoing re-evaluation/assessment will continue</li> </ul>	
3.6	<p><b>Academic Day Seminars</b></p> <ul style="list-style-type: none"> <li>Update on current cycle and progress on the development of the 2014-15 ADS Programs</li> <li>Nichoe Huan will be helping to co-coordinate the 2014-15 ADS with Janice Yeung</li> </ul>	ML JY KS/RC
3.7	<p><b>Residency Projects</b></p> <ul style="list-style-type: none"> <li>Residency Presentation Night scheduled for Thursday, 15 May 2014 at the UBC FoPS</li> <li>Hosted by the PPRPC with sponsorship from CSHP BC Branch and UBC FoPS</li> <li>Continuing Pharmacy Professional Development (CPPD) will assist with the organization of the event</li> <li>RPOC update &amp; debrief – Aaron Tejani served as acting chair last year until Mike’s return from UBC; RPOC will work to further clarify their role and make the approval process more transparent for the upcoming cycle</li> <li>Call for project proposals to be sent out soon with an earlier deadline for submission to allow for RPOC review, provision of feedback to investigators and time for editing/resubmission</li> <li>Discussion re: suggested updates to Residency Project Proposal template</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>JY to liaise with ML re: determination of deadline for 2014-15 project proposal submissions</li> <li>RPOC to suggest revisions/revise current Project Proposal template</li> </ul>	JY ML
3.8	<p><b>CHPRB Mid-Cycle Progress Report</b></p> <ul style="list-style-type: none"> <li>Completed and submitted 6 Jan 2014</li> <li>Reviewed by the CHPRB and response received 22 Jan 2014</li> <li>Some of the recommendations made from 2011 Survey: <ul style="list-style-type: none"> <li><i>That the method of competency assessment be documented for each objective on the evaluation form.</i></li> <li><i>That a formal definition of the expected level of performance to stages of the residency be explicitly defined in the residency manual.</i></li> <li><i>That the level of expected performance is defined for each major learning objective and that the evaluation tools are designed to assess these.</i></li> </ul> </li> <li>Collaboration with the PPRPC to address the above with the goal of revising the evaluation process for the 2014-15 cycle</li> </ul>	
<b>4.0</b>	<b>Resident Progress</b>	
	<ul style="list-style-type: none"> <li></li> </ul>	JY
<b>5.0</b>	<b>Roundtable</b>	
	<ul style="list-style-type: none"> <li>Discussion re: how residents can better provide feedback to preceptors</li> <li>Preceptor development training opportunities</li> <li>Mentorship programs</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>AL and AD to forward JY information on existing FH/VCH-PHC mentorship/preceptor training opportunities</li> <li>JY to liaise with Patricia Gerber at UBC – after rotation 4 or 5, Pharm D students do a 3-hr workshop with Gary Poole and Isabeau Iqbal on feedback</li> </ul>	All
<b>6.0</b>	<b>Next Meeting</b>	
	May 2014	