

**LMPS Residency Advisory Council  
Minutes**

**Date/Time:** 11 May 2016, 1300-1500hr  
**Location:** VGH – LMPS Offices, Heather Pavilion, Level D, Conference Room #2  
**Chair:** Janice Yeung  
**Attendance:** Zahra Kanji, Ann-Marie Liberman, Adil Virani, Nate Paras, Rumi McGloin, Alison Alleyne, Marianna Leung, Tim Lau, Renee Dagenais, May Lok, Linda Morris  
**Regrets:** Mike Legal, Susan Chunick, Roxane Carr, Liz Dasilva, Anar Dossa  
**Guests:** Joan Ng (UBC Pharm D student)  
**Teleconference:** Dial-in: 604 953 5061/1-888 953 5061; Conference ID: 3158; Personal Code: 247501

<b>1.0</b>	<b>Review of Minutes 12 Jan 2016</b>	All
	<ul style="list-style-type: none"> <li>▪ <a href="http://www.lmpsresidency.com/preceptors/residency-advisory-council/">http://www.lmpsresidency.com/preceptors/residency-advisory-council/</a></li> </ul>	
<b>2.0</b>	<b>Business Arising from Minutes</b>	
2.1	<p><b>CPRB Accreditation</b></p> <ul style="list-style-type: none"> <li>▪ Follow up with the CAT re: formal preceptor self-assessments and integration with Performance Link (coaching/mentorship section)</li> <li>▪ JY met with Bruce Millin and a formal preceptor self-assessment will be incorporated into the Clinical Coordinator guidance document utilized during performance evaluations</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>▪ <b>JY to follow up with CPRB regarding required documentation for surveyors</b></li> </ul>	JY/AV
2.2	<p><b>Residency Research Night</b></p> <ul style="list-style-type: none"> <li>▪ Thursday, May 19<sup>th</sup> at the UBC FoPS</li> <li>▪ Lecture capture (slide/voice) will be available</li> <li>▪ Posters will be posted online at <a href="http://www.lmpsresidency.com/research/past-projects/2015-2016-projects">http://www.lmpsresidency.com/research/past-projects/2015-2016-projects</a></li> </ul>	JY
2.3	<p><b>Residency Planning Retreat</b></p> <ul style="list-style-type: none"> <li>▪ Wednesday, April 13<sup>th</sup> at VGH, iCord Lecture Hall</li> <li>▪ 35 invitees – representatives from the health authorities, UBC FoPS and the Ministry of Advanced Education</li> <li>▪ Purpose: To connect and discuss the current landscape of pharmacy education, upcoming changes and the potential impact of these changes</li> <li>▪ PPRPC to meet with BC Directors group to discuss structure of working/task groups and how to best capitalize on the engagement/interest from the retreat</li> <li>▪ Three proposed working groups: (1) Program Administration – exploring collaboration opportunities with the University; (2) Program Quality; (3) Development of the Advanced Year 2 Residency Program</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>▪ <b>RAC members to let JY know if interested in participating on any of these working groups</b></li> </ul>	
<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 Linda Morris, Director of Residency Program</li> <li>▪ Thank you to Renee Dagenais &amp; Nate Paras for their contributions as LMPS Chief Residents</li> </ul>	JY

3.2	<p><b>2015-16 Residency Program</b></p> <ul style="list-style-type: none"> <li>▪ Residency Certificate Night on Friday, Sept 16<sup>th</sup> at the UBC Golf Club</li> <li>▪ LMPS Residency Program Survey has been created</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>▪ Alison to again assist with the ordering of stamps for the graduating residents</li> <li>▪ JY to circulate proposed Program Survey for comments/feedback from the RAC before dissemination on May 16<sup>th</sup></li> <li>▪ JY to liaise with CSHP BC Programs re: event dates to minimize scheduling conflicts</li> </ul>	
3.3	<p><b>2016-17 Residency Program</b></p> <ul style="list-style-type: none"> <li>▪ Program Orientation &amp; Project Fairs - Mon, June 6<sup>th</sup> (general orientation), Tues, June 7<sup>th</sup> (BH &amp; C&amp;W), Wed, June 8<sup>th</sup> (SMH &amp; JPOCSC), Thurs, June 9<sup>th</sup> (SPH), Fri, June 10<sup>th</sup> (VGH)</li> <li>▪ Residency Project Proposals currently being reviewed by RPOC and will be made available to the residents for review during Program Orientation week</li> <li>▪ Academic Day Seminars program &amp; BC Wide Presentations scheduled and posted</li> <li>▪ Discussion re: Mentorship &amp; Resident Advisor Program and structure</li> <li>▪ Oral Assessment – collaboration with the PPRPC to more clearly articulate expected performance levels and incorporate current rubric language</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>▪ JY to recirculate Resident Advisor guidance document to RAC members</li> <li>▪ Each resident will be paired with one Resident Advisor and one near-peer mentor for the upcoming cycle</li> <li>▪ A mentor pool will be created from the remaining mentor volunteers and made available in all residents</li> </ul>	
3.4	<p><b>September Residency Program Meeting</b></p> <ul style="list-style-type: none"> <li>▪ Facilitated meeting to review and discuss the successes and challenges of the residency program; potential ideas/solutions on how to provide further support to our residents, especially those struggling in their program</li> <li>▪ Other potential topics of discussion – generation influences, stress management</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>▪ RAC to forward suggested invitees to JY</li> <li>▪ LM to liaise with facilitator Geoff Scales re: availability</li> <li>▪ JY to organize a date/time for Sept’s facilitated meeting, which will replace Sept’s RAC meeting</li> </ul>	
3.5	<p><b>RAC Membership</b></p> <ul style="list-style-type: none"> <li>▪ Membership is for 2 years, beginning and ending on Sept 1<sup>st</sup>, renewable at the discretion of the Chair</li> <li>▪ 2016-17 Council to be determined</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>▪ Members to advise JY if they would be interested in continuing their participation with the RAC</li> </ul>	
4.0	<p><b>Resident Progress</b></p>	
	<ul style="list-style-type: none"> <li>▪</li> </ul>	JY
5.0	<p><b>Roundtable</b></p>	
	<ul style="list-style-type: none"> <li>▪</li> </ul>	All
6.0	<p><b>Next Meeting</b></p>	
	Sept 2016	