

## Postgraduate Medical Education (PGME)

|                |                                  |         |     |
|----------------|----------------------------------|---------|-----|
| Title:         | Learning Environment Process Map | Number: | TBC |
| Approved By:   |                                  |         |     |
| Approval Date: |                                  |         |     |
| Contact:       | postgrad@postgrad.med.ubc.ca     |         |     |

### Guideline

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#### Inputs:

Learner reports:

- in person (recommend taking learner to UBC FoM Mistreatment Website)
  - Associate/Assistant Dean PGME
  - PGME Faculty Lead, Educational Environment
  - Program Director
  - Site Director
  - Department / Division Head
  - Discipline Specific Site Leader (DSSL)
  - Program Faculty mentor/ advisor
  - Preceptor
  - Program Administrator/Staff
  - Regional Associate Dean/Assistant Dean
  - UBC Ombuds Office
  - UBC Equity and Inclusion Office
  - PGME Leadership (RPC Member, Program Director / Associate Director / Assistant Director / Site Director )
- Web-based reporting tool
- Surveys, Internal Reviews and other program evaluations (triaged by PGME Review Subcommittee)
  - Exit Survey of Residents
  - Rotation / Program Evaluations
  - Internal and External Reviews

## Postgraduate Medical Education (PGME)

- Teacher Assessments
- PGME directed Mistreatment Surveys
- As reported in the Annual Report of the Executive Associate Dean, Clinical Partnerships and Professionalism (EAD CP&P)

Faculty reports (any of the in-person reports above)

### Collection Tools:

1. All reports of Learner Mistreatment<sup>1</sup> including reports from online reporting entered into database secure server accessible to Office of CP&P – managed by the Executive Associate Dean Clinical Partnerships and Professionalism (EAD CP&P)
- Unprofessional Behaviour in the Learning Environment not involving learner mistreatment forwarded by email communication from EAD CP&P to Associate Dean PGME
2. All reports of Unprofessional Behaviour in the Learning Environment<sup>2</sup> (including survey data) entered into secure server database accessible to Office of PGME Associate Dean

### Outputs:

1. **MISTREATMENT:** Executive Associate Dean Clinical Partnerships and Professionalism (EAD CP&P), or designate, contacts the learner and reviews options for resolution. The process is outlined in “Process to Address Mistreatment of Learners and Unprofessional Behaviour in the Learning Environment in the Faculty of Medicine”
2. **UNPROFESSIONAL BEHAVIOUR IN THE LEARNING ENVIRONMENT** -> Associate Dean PGME triages based on Setting

(Suggested Response: see Vanderbilt Professionalism Feedback Pyramid)

| Setting  | Person responsible  | May involve or re-assign to   |
|--|---|---|
| Academic Seminar (Half-day, rounds, journal club, formative assessments) | Associate Dean PGME <sup>3</sup> / Program Director / Department Head | Division Head   |
| Clinical Rotation  | Associate Dean PGME <sup>3</sup> / Department Head / Program Director | Division Head / Site Director   |
| Health Authority or partnership institution                              | Associate Dean PGME <sup>3</sup> / Department Head / Program Director | EAD CP&P, appropriate leadership at Health Authority or partnership institution |
| Research Rotation  | Associate Dean PGME <sup>3</sup> / Department Head / Program Director | Research Director   |

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|                          |   |          |
|--------------------------|---|----------|
| Out of Province Elective | Associate Dean PGME <sup>3</sup> / Program Director | EAD CP&P |
|                          |   |          |

<sup>1</sup> Learner personally affected by unprofessional behaviour of another

<sup>2</sup> Learner may or may not be personally affected, but experiences disruption in the learning environment due to breaches of professionalism, patient safety, quality care, supervision, etc. by another.

<sup>3</sup> May be delegated to Faculty Lead, Educational Environment or Assistant Dean, PGME

## Postgraduate Trainee Mistreatment Data Management and Review Process

|  |   |   |
|--|---|---|
| <b>Definitions</b><br><br><b>Learning Environment concerns:</b> Learner may or may not be personally affected, but experiences disruption in the learning environment due to breaches of professionalism, patient safety, quality care, supervision, etc. by another.<br><br><b>Student Mistreatment concerns:</b> Learner personally affected by unprofessional behaviour of another. AFMC defines as General mistreatment (Public humiliation, threatened with or physically harmed, required to perform personal services, subjected to remarks about political affiliation); Sexual Mistreatment; Racial/Ethnic mistreatment; Sexual Orientation/Gender Identity Mistreatment. | <b>Acronyms</b><br><br>CP&P: Clinical Partnerships & Professionalism<br>RAD: Regional Associate Dean<br>DHSD: Department Head or School Director<br>LEAC: Learning Environment Advisory Council (to UGMEC)<br>UGME: Undergraduate Medical Education<br>UGMEC: Undergraduate Medical Education Committee | *Graduation Questionnaire reviewed annually<br>*Teacher Assessment reports reviewed 2x annually<br>*End Of Course/Rotation reports reviewed 2x annually |
|--|---|---|

## Vanderbilt Professionalism Feedback Pyramid

