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PGME Wellness Guideline

Office of Accountability:	Faculty of Medicine & Dentistry (FoMD)
Office of Administrative Responsibility:	Postgraduate Medical Education (PGME)
Approver:	Postgraduate Medical Education Committee
Classification:	Governance and Administration
Scope:	Residency Programs Area of Focused Competence (AFC) Training Programs

Overview

The Postgraduate Medical Education (PGME) office is committed to the creating, promoting, and maintaining a culture of wellness for residents and Area of Focused Competence (AFC) fellows (hereby referred to as PGME trainees) in postgraduate medical training programs in the Faculty of Medicine & Dentistry (FoMD) at the University of Alberta.

Scope

This guideline outlines the principles and process for wellness for residency and AFC fellowship training programs (hereby referred to as “training programs”) in the Faculty at the University of Alberta. This document supplements and does not supersede any relevant workplace, PGME and program-specific policies.

GUIDELINE

1. ROLES AND RESPONSIBILITIES

- a. PGME Office:
 - i. Provide guidance to Residency and AFC Program Directors (hereby referred to as Program Directors) to develop a wellness policy appropriate to the training program and local context.
 - ii. Allocate resources to support the implementation of wellness policy by training programs.
 - iii. Ensure wellness policies and practices meet accreditation standards.
 - iv. Remind Program Directors of available University and Faculty resources including liaison and collaboration with the Office of Advocacy and Wellbeing.
- b. Training Program:
 - i. The Residency or AFC Program Committee must be aware of themes and factors influencing program health and wellness. This includes the need to address the hidden curriculum that exists in training programs, i.e. the unwritten, unofficial, and often



- unintended lessons, values, and perspectives that PGME trainees learn in an educational setting, and how these affect health and wellness.
- ii. The training program has an effective process for individuals involved in PGME trainee wellness and safety programs/plans to provide input to the residency program committee.
 - iii. The program must provide (reasonable) flexibility to enable the PGME trainees to participate in approved appointments for wellness and self-care.
 - iv. The Program Director or designates should regularly remind the PGME trainees of the importance of wellness and self-care and facilitate access to appropriate resources.
 - v. If a Program Director or faculty member observes conditions affecting the performance of a PGME trainee, including impairment due to excessive fatigue, the member must take steps to ensure the safety of the PGME trainee and patients.
- c. PGME Trainees:
- i. PGME trainees are responsible for recognizing the importance of wellness and self-care and to access appropriate resources to maintain wellness.
 - ii. Non-urgent appointments should be scheduled in advance with appropriate notification to and permission from the Program Director or site lead.
 - iii. PGME trainees are responsible for reporting for duty and are able to perform their clinical duties in a safe, appropriate, and effective manner.
 - iv. If a PGME trainee observes any conditions affecting the wellness and performance of another PGME trainee, including effect from excessive fatigue, that PGME trainee should notify the Program Director or designate or a senior or lead resident.

2. RESOURCES

- a. Office of Advocacy & Wellbeing (OAW)
 - i. The OAW looks after issues pertaining to learner health, wellbeing, and advocacy. It is a safe and confidential place for a learner to receive support, counseling and/or referral for both academic and personal matters.
 - ii. A list of available resources can be found at OAW on the FOMD website.
- b. Alberta Medical Association Physician and Family Support Program (PFSP)
 - i. PFSP is a confidential service that helps PGME trainees and immediate family members.
- c. Resident Wellbeing Committee
 - i. The goal of the Committee is to provide the support necessary for PGME trainees to maximize their own and their family's health and wellbeing. The committee will endeavor to examine the professional and personal issues that affect PGME trainees and advocate on their behalf in work, academic and personal areas.
- d. Office of Safe Disclosure and Human Rights
 - i. The Office provides a confidential, neutral, and safe space for members of the University community (students, staff and faculty) to speak in confidence.
- e. Office of Professionalism
 - i. The Office promotes professionalism, helps identify educational resources, provides advice when having difficult conversations, and aids in navigating 'the system' when trying to address lapses.
- f. University of Alberta Health and Wellness Support
 - i. This is a one stop shop for health and wellness support for students.



- ii. This includes all residents and AFC fellows as they are registered with the University of Alberta as PGME students.
- g. Alberta Health Services Employee Assistance Program

Adapted with permission from the UBC Adult Infectious Diseases Wellness Policy.