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## PGME Training Program Improvement Policy

<b>Office of Accountability:</b>	Faculty of Medicine & Dentistry (FoMD)
<b>Office of Administrative Responsibility:</b>	Postgraduate Medical Education (PGME)
<b>Approver:</b>	Dean’s Executive Council
<b>Classification:</b>	Continuous Improvement
<b>Scope:</b>	Residency Programs, Area of Focused Competence Programs

### Overview

In accordance with the institutional accreditation standards set by the Canadian Residency Accreditation Consortium (CanRAC), the PGME office, on behalf of the Dean of the Faculty of Medicine and Dentistry, is responsible for overseeing the continuous quality improvement of its residency programs and AFC fellowship programs (hereby referred to as training programs). The following standards in the General Standards of Accreditation for Institutions with Residency Programs apply:

8.2: The postgraduate dean and postgraduate education committee continuously identify, monitor, and address issues affecting residency program quality.

### Purpose

This administrative policy outlines the principles of PGME’s quality improvement process of its training programs via internally conducting reviews and follow-up of areas for improvement after accreditation reviews by the relevant accreditation college - either the Royal College of Physicians and Surgeons of Canada or College of Family Physicians of Canada.

### POLICY

The principles guiding PGME’s internal review and follow-up after accreditation review of its training programs include the following:

1. The process should give relevant stakeholders an outline of what is expected.
2. A variety of stakeholders may be needed to help address any areas for improvement found during the reviews.
3. With PGME’s assistance, training programs must establish a plan and estimate a timeline for their improvement.
4. Training programs must track their progress in addressing areas for improvement.
5. Training programs must acknowledge PGME’s role in the continuous quality improvement of their training programs and be receptive to PGME’s feedback, guidance, and assistance.

6. PGME should identify common areas for improvement across training programs and advise training programs on how to address these where possible.

## **DEFINITIONS**

Definitions are listed in the sequence they occur in the document (i.e. not alphabetical).

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use.	
<b>Canadian Residency Accreditation Consortium or CanRAC</b>	The Canadian Residency Accreditation Consortium is composed of three residency education accrediting colleges in Canada: Royal College of Physicians and Surgeons of Canada (RCPSC), College of Family Physicians of Canada (CFPC) and Collège des médecins du Québec (CMQ).
<b>Area of Focused Competence or AFC Fellowship</b>	An Area of Focused Competence, or AFC, is a highly specialized discipline of specialty medicine that addresses a legitimate societal need but does not meet the Royal College criteria for a specialty, foundation program or subspecialty. An AFC fellowship is the fellowship training program that candidates undergo to obtain the AFC Diploma.
<b>General Standards of Accreditation for Institutions with Residency Programs</b>	The General Standards of Accreditation for Institutions with Residency Programs are national standards that apply to the accreditation of institutions with residency programs. These standards are maintained by the Canadian Residency Accreditation Consortium which includes the Royal College of Physicians and Surgeons of Canada (RCPSC), College of Family Physicians of Canada (CCFPC), and Collège des médecins du Québec (CMQ). The standards apply to faculties of medicine, postgraduate offices, and learning sites, written to provide a framework which aims to provide clarity of expectations, while maintaining flexibility for innovation.
<b>Royal College of Physicians and Surgeons of Canada</b>	The Royal College of Physicians and Surgeons of Canada is the national professional association that oversees the medical education of specialists in Canada.
<b>College of Family Physicians of Canada</b>	The College of Family Physicians of Canada (CFPC) is the professional organization that establishes the standards for and accredits postgraduate family medicine training in Canada.