



Committee on Accreditation of Canadian Medical Schools
Comité d'agrément des facultés de médecine du Canada



LIAISON COMMITTEE ON
MEDICAL EDUCATION

October 16, 2018

Mr. Jacques Frémont
President and Vice-Chancellor
Office of the President, Tabaret Hall
University of Ottawa
550 Cumberland, Room 212
Ottawa ON K1N 6N5

RE: Full site visit, April 15-18, 2018

Dear President Frémont:

This letter follows the full site visit that took place at the University of Ottawa, Faculty of Medicine, as part of the accreditation process of the educational program leading to the MD degree.

This letter includes the:

1. accreditation decision and required follow-up activities from both the Committee on Accreditation of Canadian Medical Schools (CACMS) and the Liaison Committee on Medical Education (LCME) from their respective meetings in September and October 2018;
2. decisions on the level of compliance with accreditation standards, from CACMS;
3. accreditation elements found to be unsatisfactory (U) or satisfactory with a need for monitoring (SM), from CACMS;
4. specific findings regarding these accreditation elements, from CACMS;
5. colour-coded table providing a visual summary of the ratings for each standard and element.

1. ACCREDITATION DECISION AND REQUIRED FOLLOW-UP ACTIVITIES, FROM CACMS/LCME

Accreditation Status	Follow-Up
Continue accreditation for indeterminate term	<ul style="list-style-type: none"> - Status report on element 5.1 for review in September 2019 - Status report on remainder of SM/U elements for review in September 2020

The CACMS and the LCME voted to continue accreditation for an indeterminate term and requested two status reports: one status report on element 5.1 for review in September 2019 and a status report on remainder of elements rated as satisfactory with a need for monitoring and unsatisfactory, for review in September 2020.

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2. CACMS DECISION ON THE LEVEL OF COMPLIANCE WITH ACCREDITATION STANDARDS

Accreditation Standard		Level of Compliance
1	Mission, Planning, Organization, and Integrity	CM
2	Leadership and Administration	C
3	Academic and Learning Environments	C
4	Faculty Preparation, Productivity, Participation, and Policies	C
5	Educational Resources and Infrastructure	CM
6	Competencies, Curricular Objectives, and Curricular Design	C
7	Curricular Content	C
8	Curricular Management, Evaluation, and Enhancement	C
9	Teaching, Supervision, Assessment, and Student and Patient Safety	C
10	Medical Student Selection, Assignment, and Progress	C
11	Medical Student Academic Support, Career Advising, and Educational Records	C
12	Medical Student Health Services, Personal Counseling, and Financial Aid Services	CM

C = Compliance CM = Compliance with a need for monitoring NC = Noncompliance

3. ACCREDITATION ELEMENTS FOUND TO BE UNSATISFACTORY OR SATISFACTORY WITH A NEED FOR MONITORING, FROM CACMS

Accreditation Element		Status
1.1	Strategic planning and continuous quality improvement	SM
1.1.1	Social accountability	U
3.3	Diversity/pipeline programs and partnerships	SM
5.1	Adequacy of financial resources	SM
5.2	Dean's authority/Resources	SM
7.9	Interprofessional collaborative skills	SM
10.2	Final authority of admission committee	U
11.2	Career advising	SM
12.1	Financial aid/Debt management counseling/Student educational debt	U

S = Satisfactory SM = Satisfactory with a need for monitoring U = Unsatisfactory

4. SPECIFIC FINDINGS REGARDING ACCREDITATION ELEMENTS, FROM CACMS

Element 1.1 Strategic planning and continuous quality improvement

A medical school engages in ongoing planning and continuous quality improvement processes that establish short and long-term programmatic goals, result in the achievement of measurable outcomes that are used to improve programmatic quality, and ensure effective monitoring of the medical education program's compliance with accreditation standards.

Finding:

CQI processes are incomplete and suggested as a priority area for the incoming Dean. Until a new dean is selected, it is unlikely that long-term institutional planning can effectively occur.

Status: Satisfactory with a need for monitoring

1.1.1 Social accountability

A medical school is committed to address the priority health concerns of the populations it has a responsibility to serve. The medical school's social accountability is:

- a) articulated in its mission statement;*
- b) fulfilled in its educational program through admissions, curricular content, and types and locations of educational experiences;*
- c) evidenced by specific outcome measures.*

Finding:

Although the school has articulated its social accountability mandate in its mission statement, it has yet to identify the health needs of the populations it has a responsibility to serve, which is the principal deliverable of this element.

Status: Unsatisfactory

Element 3.3 Diversity/Pipeline Programs and Partnerships

A medical school in accordance with its social accountability mission has effective policies and practices in place, and engages in ongoing, systematic, and focused recruitment and retention activities, to achieve mission-appropriate diversity outcomes among its students, faculty, senior academic and educational leadership, and other relevant members of its academic community. These activities include the appropriate use of effective policies and practices, programs or partnerships aimed at achieving diversity among qualified applicants for medical school admission and the evaluation of policies and practices, program or partnership outcomes.

Finding:

Diversity is lacking among faculty and leaders. Policies or procedures for the systematic recruitment and retention of faculty and leaders across the school's identified diversity categories have not been fully developed.

Status: Satisfactory with a need for monitoring

Element 5.1 Adequacy of financial resources

The present and anticipated financial resources of a medical school are adequate to sustain the medical education program and to accomplish other goals of the medical school.

Finding:

The present financial resources of the school are adequate to support the medical education program. However, the planned budget reduction of greater than \$7 million creates uncertainty regarding budget capacity moving forward and could result in significant reduction in administrative functions and clinical education programming.

Status: Satisfactory with a need for monitoring

Element 5.2 Dean's Authority/Resources

The dean of a medical school has sufficient resources and budgetary authority to fulfill his or her responsibility for the management and evaluation of the medical curriculum.

Finding:

At the time of the visit, the interim dean had sufficient resources and budgetary authority to fulfill his responsibility for the management and evaluation of the medical curriculum. However, concerns about several interim appointments in senior leadership will remain until a permanent dean is selected.

Status: Satisfactory with a need for monitoring

Element 7.9 Interprofessional Collaborative Skills

The faculty of a medical school ensure that the core curriculum prepares medical students to function collaboratively on health care teams that include health professionals from other disciplines as they provide coordinated services to patients. These required curricular experiences include practitioners and/or students from the other health professions.

Finding:

There are not sufficient instances of required learning experiences where medical students are brought together with students or practitioners from other health professions to learn to function collaboratively on health care teams as they provide coordinated services to patients.

Status: Satisfactory with a need for monitoring

Element 10.2 Final authority of admission committee

The final responsibility for accepting students to a medical school rests with a formally constituted admission committee. The authority and composition of the committee and the rules for its operation, including voting privileges and the definition of a quorum, are specified in bylaws or other medical school policies. Faculty members constitute the majority of voting members at all meetings. The selection of individual medical students for admission is not influenced by any political or financial factors.

Finding:

The authority of the Admissions Committee to make final decisions for accepting students to the UGME is not specified in bylaws or other medical school policies. The Special Case Review Sub-Committee is the final authority for admission decisions in cases involving special circumstances.

Status: Unsatisfactory

Element 11.2 Career Advising

A medical school has an effective and where appropriate confidential career advising system in place that integrates the efforts of faculty members, directors of required clinical learning experiences, and student affairs staff to assist medical students in choosing elective courses, evaluating career options, and applying to residency programs.

Finding: Data show that a slight majority of students were satisfied/very satisfied with guidance when choosing electives. In response to this, a new appointment of Assistant Dean UGME Academic Affairs has been created as of 2016 and a new career advising system has been newly implemented in 2017-2018.

Status: Satisfactory with a need for monitoring

Element 12.1 Financial Aid /Debt Management Counseling/Student Educational Debt

A medical school provides its medical students with effective financial aid and debt management counseling and has mechanisms in place to minimize the impact of direct educational expenses (i.e., tuition, fees, books, supplies) on medical student indebtedness.

Finding:

Increasing tuition, high debt loads, and financial support increasing but not keeping pace with demand are concerning, especially given that students of lower socioeconomic background are identified as a priority. A new financial aid and debt management curriculum is being established in response to low student satisfaction rates in the AFMC GQ and ISA. The effectiveness of this curriculum is not yet known.

Status: Unsatisfactory

5. COLOUR-CODED TABLE PROVIDING A VISUAL SUMMARY OF THE RATINGS FOR EACH STANDARD AND ELEMENT

Standard	1	2	3	4	5	6	7	8	9	10	11	12
	CM	C	C	C	CM	C	C	C	C	C	C	CM
Element	1.1	2.1	3.1	4.1	5.1	6.1	7.1	8.1	9.1	10.1	11.1	12.1
	1.1.1	2.2	3.2	4.2	5.2	6.2	7.2	8.2	9.2	10.2	11.2	12.2
	1.2	2.3	3.3	4.3	5.3	6.3	7.3	8.3	9.3	10.3	11.3	12.3
	1.3	2.4	3.4	4.4	5.4	6.4	7.4	8.4	9.4	10.4	11.4	12.4
	1.4	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5	10.5	11.5	12.5
	1.5	2.6	3.6	4.6	5.6	6.6	7.6	8.6	9.6	10.6	11.6	12.6
	1.6				5.7	--	7.7	8.7	9.7	10.7		12.7
					5.8	6.8	7.8	8.8	9.8	10.8		12.8
					5.9		7.9		9.9	10.9		
					5.10					10.10		
					5.11					10.11		
					5.12							

Note: Elements 2.5 and 2.6 do not apply; there is only one campus at the University of Ottawa.

Colour coding:

Satisfactory	Satisfactory with a need for monitoring	Unsatisfactory
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REQUIRED FOLLOW-UP

To address the elements rated as satisfactory with a need for monitoring and unsatisfactory noted above, the committees requested that the school submit two status reports:

- A status report on element 5.1 to be submitted by August 1, 2019 to be considered at the September/October 2019 meetings of the CACMS and LCME; and
- A second status report on elements 1.1, 1.1.1, 3.3, 5.2, 7.9, 10.2, 11.2, 12.1 to be submitted by August 1, 2020 to be considered at the September/October 2020 meetings of the CACMS and LCME.

The status reports should be submitted as **one single PDF** document to the CACMS Secretary, Dr. Danielle Blouin at cacms@afmc.ca. Please note that a paper copy is no longer required. A separate document will be sent to Dean Jasmin detailing the information to be included in the status report.

A copy of the full site visit report will be available to you and to Dean Jasmin via Box. Instructions on accessing this site and retrieving your report will be sent to both of you in a separate email. The report is for the use of the medical faculty and the university, and any public dissemination or distribution of its contents is at the discretion of institutional officials.

In the meantime, please contact the CACMS Secretariat at cacms@afmc.ca should you have any questions.

Sincerely,



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CACMS Secretary



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cc: Dr. Bernard Jasmin, Interim Dean, University of Ottawa, Faculty of Medicine