



MEMO

January 25, 2023

To:	Site Leads, Program Directors, and Administrators Basic Clinical Training Programs, Family Medicine Programs, Public Health Practice Sites
From:	Dr. Trevor Corneil, Program Director Public Health & Preventive Medicine
Re:	Protected PHPM Academic and Wellness Activities, 2023

[This version of the Memo replaces any previous version with an earlier date.]

The Public Health and Preventive Medicine program wants to ensure our partner sites and programs have ample time to accommodate mandatory protected time for our residents from clinical duties (including on-call) for PHPM academic and wellness activities.

Where possible, residents are expected to provide their preceptors, site leads, program directors, and administrators at least **4 weeks advanced notice** of their academic and wellness schedules. This includes those rotations which are confirmed but have not yet started.

Mandatory academic and wellness activities are offered in high-flex format (mixed in-person and virtual) according to the following schedule:

- On-service Public Health Practice residents:
 - **all** regularly scheduled academic half days **Friday 1230pm-500pm**
 - **two** BC Health Officer Council meetings held over **three days in October and April**
 - **up to 8 hours per block** self-directed public health learning activities
- Off-service MPH, BCT, and FM residents:
 - **minimum two** scheduled academic half days per month **Friday 1230pm-500pm**
 - **minimum one** BC Health Officer Council meetings held over **three days in October or April**
 - **up to 4 hours per block** self-directed public health learning activities

For July and August, all academic and wellness activities will be condensed into one mandatory in-person two-day course each month:

- Resident Leadership and Wellness Retreat: **July 27 and 28 (tentative)**
- Introduction to Public Health On-call: **August 24 and 25 (tentative)**

Protected time for residents preparing for and sitting certification examinations according to the following schedule:

- Residents preparing for spring 2023 exams:
 - **5 days self-study time** free of clinical duties (total) prior to the CCFP exams
 - **10 days self-study time** free of clinical duties (total) prior to the FRCPC exams



- academic half day and self-directed learning time can be used for self-study upon request
- Residents writing spring 2023 exams:
 - **7 days consecutive days without on-call duties** prior to each exam
 - **1 day** to sit each oral and each written exam
 - **up to 2 days travel** when exam location more than 100km away from home site

While in person attendance by residents is preferred, regularly scheduled academic and wellness activities are offered in a high-flex format (mixed in-person and virtual) providing more flexibility for residents who are off-service or are on rotations outside the lower mainland.

For protected self-directed learning activities, residents are encouraged to work with their preceptors, site leads, program directors, and administrators to determine how best to schedule these hours during reasonable working hours of a given rotation or block.

When scheduling conflicts arise as they do from time to time, all parties will endeavour to be flexible and find a solution that supports achieving the outcomes of both competing learning activities. The PHPM Program Director will be the final arbiter of unresolved scheduling conflicts.

Note that when combined clinical and academic activities must be in keeping with Schedule 19 of the RDBC Collective Agreement.

If there are any changes to this schedule, we will inform you by memo as soon as possible.

Please reach out me directly at trevor.corneil@ubc.ca or our program manager at rishi.chatterjee@ubc.ca should you have any questions or concerns.

Trevor
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Cc: Dr. Mark Mackenzie, Program Director Family Medicine UBC
Dr. Paul Kershaw, Program Director Master of Public Health, UBC
PHPM Residents