

Northern Ontario School of Medicine
Continuing Education and Professional Development (CEPD)

Strategic Plan: 2016-2018



CEPD MISSION STATEMENT

The Continuing Education and Professional Development (CEPD) Office is dedicated to providing high quality, learner-centred, continuing medical education, faculty development and professional development opportunities. CEPD educational programming promotes scholarly activity, longitudinal learning, enhances clinical and teaching competencies, and enriches the overall performance of health-care professionals and faculty to better meet the health needs of Northern Ontario.

INTRODUCTION

Faculty Affairs and CEPD Portfolio:

The Faculty Affairs and CEPD Portfolio exists to ensure that NOSM has teaching, research and academic administrative resources to provide the highest quality educational experience for learners while building capacity and commitment of teaching resources in the North. Members of the Portfolio work closely with faculty, physicians and allied health professionals to develop long-lasting positive relationships, and offer continuing education and professional development opportunities to the Northern Ontario School of Medicine's stakeholders. Faculty Affairs Portfolio facilitates the work of other Units and Portfolios particularly when these Units interact with faculty.

Consultation with external stakeholders is a requirement of any successful CEPD Office. As such an invitation was extended to Dr. Ian McKillop, Associate Professor Management and Systems, University of Waterloo to visit NOSM, share his experiences, advice and expertise and to help lead the discussion around the new NOSM CEPD strategic plan. Dr. McKillop obliged and in June of 2014, the CEPD Unit held a meeting to discuss their specific priorities, objectives and action plan. The following individuals were organized into working groups to facilitate group discussions:

Dr. Janice Willett – Associate Dean FA/CEPD	Ms. Anita Arella – Director FA
Dr. Ian McKillop – Associate Professor Management and Systems, University of Waterloo	Ms. Kate Beatty – Director Equity
Ms. Kim Falcigno – Director CEPD	Ms. Jennifer Wakegijig – Dean's Office
Dr James Goertzen – Medical Director FD	Mr. Jeff Bachiu – Manager Curriculum
Dr Deborah Smith – CME Medical Director	Ms. Jennifer Fawcett – Director PG
Dr Robert Smith – CSD Division Head	Ms. Siobhan Farrell – Director UME
Dr Elizabeth Levin – HSD Division Head	Mr. Omair Quarishi - CIO
Dr Doug Boreham – MSD Division Head	Mr. Jamie Robertson – Manager AIMS
Dr Marion Briggs – Director CE	Ms. Julie Colquhoun – CEPD Accreditation Coordinator
Dr Ed Hirvi – Medical Advisor	Ms. Alisha Depatie – CEPD Coordinator
Dr. Saleem Malik – Medical Advisor	Ms. Melissa Brûlé – CEPD AA
Dr. Sheldon Tobe – Research Chair	Ms. Christina Graves – CEPD Coordinator
Dr. Stephen Cooper – Faculty Member	Ms. Vin Auld – CEPD
Ms. Ghislaine Pilot-Attema – Research Coordinator	Ms. Rosie Bourdeau (Recorder) – CEPD AA

To facilitate the discussion participants were provided the following documents:

1. NOSM Strategic Plan
2. Dean's Performance Goals
3. Faculty Affairs Operational Plan
4. Continuing Education Professional Development Operation Plan 2010-2011

From the planning meeting the following CEPD Strategic Plan was drafted and aligned with the Northern Ontario School of Medicine's Strategic Plan and the Dean's Work Plan.

Key Priorities

1. To provide relevant, accessible, high quality needs based Continuing Education and Professional Development sessions that are compliant with CACME standards
2. To increase the revenue stream
3. Consistently adopt a customer service oriented approach to business practices

4. To foster CPD/CME related scholarly activity

CEPD PRIORITY	WHAT	HOW	WHO	COLLABORATION	RESOURCE MANAGEMENT	WHEN
	Specific Outcomes	Specific Actions	Responsible Individual	Indicate other Units/ partners	Funding and other resources	Target Date
1	Conduct needs Assessment	<ol style="list-style-type: none"> 1. Conduct Environmental scan (obtain data from ICES, CMPA, CPSO, CFPC, RCPSC. 2. Analyze results of Environmental Scan 3. Apply for NOAMA Grant 4. Conduct Focus groups based on Environmental Scan results 5. Secure HR resources to support this 6. Analyze Focus Group data 7. Develop Survey to validate Focus Group Findings 8. Analyze Data 9. Create Report-present to CEPD Advisory 10. Pilot Integration of results into existing recurring programs-measure outcomes 11. Restructure PPCs 12. Broaden Community relationships and expand CEPD Advisory to include more community partners 	Associate Dean FA CEPD CE Medical Director CEPD Researcher FA CEPD Director	UME Assessment Unit	Funded Repurpose existing funds	Start Jan 2016 June 2016 Dec 2016
1, 3	Develop a robust self-directed continuing education program	Develop and deliver faculty development activities that fill gaps in the pedagogical skills of the Clinical Sciences Division Expanded program at NC 2016 Continue partnership with McMaster to offer online PBSG modules Six LEG pilots to continue in 2016 Enable LEGS to set goals for continuing education and professional development for their members NA results to be forwarded to LEGs to support their ability to choose relevant CME/FD Identify appropriate educational initiatives to fill the gaps Launch self-registration software	Associate Dean FA CEPD Assistant Dean CEPD	CEPD stakeholders UME PGE CE	Funded Use funds from revenue generation	Ongoing Ongoing Ongoing Jan 2016
1, 3	Ensure Continuing Education and Professional Development sessions are more accessible	Secure CID resources Develop more online content to support learning in a distributed medical educational model Expand use of Moodle	Associate Dean FA CEPD Assistant Dean CEPD Director FA/ CEPD	UME	Negotiate access with UME	Dec 2016 Ongoing

1, 3	Evaluate success of CEPD Unit	Develop robust program evaluation strategy which includes pre, post and reflective evaluation Hire researcher to assist with this Forward results to PPCS, CEPD Advisory for future planning purposes Annual review of programs and attendance with review of content to determine if Needs (as determined by Needs Assessment) are being met Develop repository of CEPD content expertise	Associate Dean FA CEPD Assistant Dean CEPD CME Medical Director PPCs	Program Evaluation unit in UME	Repurpose use of existing funds	Dec 2016 June 2017
3	Develop a CSD Mentorship Program Develop orientation program for CSD	Strike working group to implement this Work with ADeans to develop core relevant content and offer online orientation	Assistant Dean CEPD CSD Division Head Associate Dean UME Associate Dean PGE	UME PG	?	Dec 2016 Ongoing
3	Build on relationships with other CEPD offices	Partner with other Schools to negotiate access to their CEPD sessions	Associate Dean FA CEPD	Other medical schools	Funded	Dec 2016
2	Involve CEPD stakeholders in revenue generating activities	Establish revenue generating CME programs. Identify and secure additional revenue sources Charge affordable fees for CEPD	Associate Dean FA CEPD Assistant Dean CEPD		Funded	Ongoing
4	Hire CEPD Researcher Secure grants Continue to develop research partnerships	Secure resources for this Successfully acquire NOAMA grant funds Francophone project	Director FA/ CEPD CME Medical Director CME Medical Director	HR NOAMA, Research Unit	Repurpose use of existing funds	Ongoing



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