

EXECUTIVE REPORT

Noura Hassan
President
September 2012 • AGM



I. DESCRIPTION OF POSITION:

According to the CFMS Bylaws, the President of the CFMS shall:

- a) Hold the Office of Chair of the Executive Committee;
- b) Appoint the Chairs of all committees except as otherwise provided;
- c) Appoint an Executive Vice President from among the Vice Presidents;
- d) Succeed to the Office of Past-President upon the election of their successor; and
- e) Be responsible for the general supervision and direction of the business of the Federation.

In practice the role of the President is multifaceted. Above all, the President sets the goals of the Federation for the year based on member input and acts to ensure that these goals are being met. Specific activities and projects are delegated to various members of the Executive Committee and the President is responsible for providing support, guidance, and institutional memory. The President sets the agendas for each general and executive meeting and chairs the proceedings of executive meetings. The President is also the designated spokesperson for the Federation and as such interacts with the media, the government, the public, and the national medical organizations at the highest level. Representative roles set aside for the President include the Canadian Medical Association Board of Directors, CaRMS Board of Directors, the Canadian Medical Forum, and others by invitation.

II. ACTIVITIES

Meetings Attended:

	Date	Meeting	Location
1	May 9 th , 2011	Presentation to UG Deans on DME	Toronto, ON
2	May 27 th , 2011	CaRMS Board Meeting	Ottawa, ON
3	June 1 st , 2011	AFMC CEPMS Governance Committee meeting	Teleconference
4	Aug 20-24 th , 2011	CMA General Council	St. John's, NL
5	Aug 25 th , 2011	CMA Board Meeting	St. John's, NL
6	Aug 27-28 th , 2011	Summer Exec Meeting	Toronto, ON
7	Sept 6 th , 2011	CaRMS Board Meeting	Teleconference
8	Sept 23-25 th , 2011	CFMS AGM	Calgary, AB

9	Oct 14-16 th , 2011	CFMS Fall Exec Meeting	Ottawa, ON
10	Oct 21-23 rd , 2011	CMA Board Meeting	Montebello, QC
11	Oct 27-28 th , 2011	AFMC CEPMS National Forum	Toronto, ON
12	Nov 13 th , 2011	CFMS Exec Meeting	Teleconference
13	Nov 18 th , 2011	CaRMS Board Meeting	Kanata, ON
14	Nov 30 th , 2011	Canadian Medical Forum	Ottawa, ON
15	Dec 2-3 rd , 2011	CMA Board Meeting	Ottawa, ON
16	Dec 5-6 th , 2011	FMEC-PG Steering Committee meeting	Ottawa, ON
17	Dec 9 th , 2011	LES Financial meeting re: insurance deal promotion	Montreal, QC
18	Dec 10 th , 2011	Strategic Plan meeting with NOP and VP GH	Teleconference
19	Dec 21 st , 2011	CaRMS Leadership Award Committee	Teleconference
20	Jan 21-22 nd , 2012	CFMS Winter Exec Meeting	Toronto, ON
21	Feb 2-3 rd , 2012	AFMC Clinical Teachers National Meeting	Toronto, ON
22	Feb 4-6 th , 2012	CFMS Lobby Day	Ottawa, ON
23	Feb 15 th , 2012	CCME Learner Forum Preparation	Teleconference
24	Feb 16 th , 2012	CMA Board Meeting	Teleconference
25	March 2-5 th , 2012	CMA Board Meeting and Joint meeting with PTMA Presidents and CEO's	Ottawa, ON
26	March 12 th , 2012	Meeting with FMEQ President for CCME joint presentations to Deans	Montreal, QC
27	March 13 th , 2012	Exec Meeting	Teleconference
28	March 14 th , 2012	Follow-up meeting with Liberal Party Policy Advisor	Teleconference
29	March 15-16 th , 2012	FMEC-PG Steering Committee	Ottawa, ON
30	March 19 th , 2012	AFMC CEPMS Governance Committee meeting	Teleconference
30	March 20 th , 2012	CaRMS Nominating Committee	Teleconference
31	March 20 th , 2012	Meeting with VP GH	Teleconference
32	March 29 th , 2012	FMEC PG National Launch	Montreal, QC
33	April 12-18 th , 2012	CFMS SGM and CCME	Banff, AB
34	April 28 th , 2012	Congrès FMEQ	Trois-Rivières, QC
35	May 7 th , 2012	Standing Committee on Human Resources, Skills and Social Development and the Status of Persons with Disabilities	Ottawa, ON
36	May 11 th , 2012	AFMC Canadian Collaborative for Clinical Teachers	Teleconference
37	May 15 th , 2012	Joint meeting of AFMC Deans of Medicine, Federal, Provincial and Territorial Ministers of Health	Toronto, ON

38	May 24-25 th , 2012	CMA Board of Directors	Ottawa, ON
39	June 1 st , 2012	CaRMS Board of Directors	Ottawa, ON
40	June 9-11 th , 2012	FMRAC Annual General Meeting	Toronto, ON
41	July 15 th , 2012	CMA Board of Directors	Ottawa, ON
42	Aug 11-15 th , 2012	CMA General Council	Yellowknife, NWT
43	Aug 24-26 th , 2012	CFMS Summer Exec Meeting	Montréal, QC
44	Sept 27 th , 2012	AFMC Canadian Collaborative for Clinical Teachers	Teleconference
45	Sept 28-30 th , 2012	CFMS Annual General Meeting	Winnipeg, MB

Other commitments include regular interactions with print media and occasional invitations for radio and television interviews.

Portfolio Updates:

Priorities and Project Areas

Strategic Planning

The CFMS undertook a strategic planning process in order to help steer our ever-expanding organization. The objective was to formulate a concrete mission statement and vision and to ensure that our activities are in line with our objectives. During the 2010-2011 year, a broad consultative process was undertaken to help us produce our strategic plan. External organizations, CFMS Executive, officers and general members were all consulted and everyone's input was taken into account in the process. Our finalized implementation plan was presented at the 2012 AGM in Calgary. This implementation plan served as a template guiding our organization's activities for the 2011-2012 term. All three of our organizational pillars are represented in the plan: communication, representation and services. Updates on our activities in these areas will be provided in the respective executive reports.

During this term, the implementation plan was further refined by our executive and by global health national officers. The purpose was to make our action plans more concrete and measurable. Moving forward, this will be used as a roadmap for the President; our detailed implementation plan will help us ensure that we stay on track with our projects. This document is meant to be fluid and ever-evolving as per the general membership's needs and existing resources.

Please find the Implementation Plan attached as a supplementary document. As an executive, we have managed to move the strategic plan forward successfully. The great majority of action items outlined have been carried out as planned. Those that have not yet been carried out have been addressed by the executive but for logistical or financial reasons, could not be completed or implemented during this term. I will gladly answer any further questions in this regard as requested by the membership.

Canadian Electives Portal Management System (CEPMS)

In 2007, the CFMS membership identified the electives application process as a major issue in medical education. The need for immunization and application process standardization was presented to the AFMC. Having acknowledged the importance of this request, the AFMC approved a budget to move this initiative forward and the Canadian Electives Portal Management System (CEPMS) was founded.

The initiative is intended to create a uniform national process and set of timelines for applications for visiting student electives across the country in addition to standardizing requirements and decreasing the administrative burden on both students and faculty representatives. The CEPMS governance committee consisting of three CFMS Executives (President, Past-President and VP Education), one FMEQ representative, AFMC Deans and AFMC administrative staff was struck in 2010 to move this initiative forward.

A nation-wide student and administration consultation was coordinated and completed in 2010-2011. This was followed by a national meeting bringing together key stakeholders including deans, electives coordinators, IT officers and other administrative staff from each faculty of medicine in Canada. The goal was to fine-tune the proposal and build broad support for the project. In November 2011, the AFMC Board of Directors unanimously supported the proposed project and committed itself to supporting the development of an electronic national electives portal system.

At this stage, CaRMS has selected as a platform for the creation of the portal system. The CEPMS governance committee has been dissolved and a new governance structure for the project is currently being developed. Moving forward, we will ensure that the student voice is well represented in this project.

Much progress has been made with this project in a relatively short period of time. There is great hope in seeing the completion and implementation of a standardized, national electives application system in Canada in the near future.

Future of Medical Education in Canada – Postgraduate Project (FMEC-PG)

Given the success of the FMEC MD initiative, Health Canada tasked the AFMC with the FMEC-PG project. The aim of this project is to explore postgraduate medical education (PGME) in Canada in order to formulate recommendations to ensure that PGME responds to societal needs.

Having been involved in this initiative from the get-go and in light of the project's deadline initially set for February 2011 (now extended to March 2012), the very knowledgeable and competent Past VP-Education, Shawn Mondoux, represented the CFMS within the project's steering committee in the earlier stages. Come September 2012, I took over this role given my familiarity with the project. The recommendations in the report were revised and fine-tuned multiple times. The final draft was launched on March 29th, 2012 in Montreal. The document was endorsed by the CFMS delegation at the 2012 SGM. The CFMS is actively involved in implementation of recommendations including #1 and #8.

External Organization Meetings

Canadian Medical Association (CMA): The CFMS President continues to be the student representative on the Canadian Medical Association Board of Directors (BOD). Topics of importance to medical student discussed at the CMA BOD this year include human health resource planning, modification of accreditation processes, healthcare transformation and student membership outreach.

Canadian Resident Matching Service (CaRMS): As a member of the CaRMS Board of Directors, the President participates in decision making processes of said organization. This year, an application review process was undertaken to help ensure that the process was as fair, transparent and efficient as possible for applications. We continue to ensure that learners are getting the best value for their money.

Furthermore, as a member of the Research and Data Policy Committee, I have participated in the decisions pertaining to research proposals requiring applicant data. We continue to ensure that learners' confidentiality is maintained. As a member of the Nominating Committee, I am responsible for the selection of CaRMS committee candidates and candidates for Director-at-large positions.

Canadian Medical Forum (CMF): The CMF brings together leaders from major national medical associations to discuss issues of importance in the healthcare environment. Health Care Transformation was the most prominent issue on the agenda at our last meeting.

Association of Faculties of Medicine of Canada (AFMC): In addition to the information provided above, it is important to highlight the National Forum on Clinical Teaching conducted in February 2012. The CFMS was invited to contribute to this important discussion on teaching in the clinical setting. Issues discussed included DME, capacity within our teaching sites, fair compensation, professional development and adequate assessment. More recently, the CFMS was invited to present our perspective of HHR distribution and possible approaches to this issue at the joint meeting between Deans, Federal Provincial and Territorial Ministers of Health in Toronto, ON. Concrete action items were formulated and our perspective was well received.

See above for more on collaboration with the AFMC.

III. FOLLOW-UP, VISION, GOALS AND RECOMMENDATIONS FOR THIS POSITION

Moving forward, the CFMS President should continue using the Implementation Plan to ensure that we stay on track with our projects and aspirations. It is good governance to engage in member-mandated activities and ensure that projects come to completion. In addition to promoting better governance, the Implementation Plan also allows for more transparency to our general membership. Moving forward, I envision this document as a public and fluid template that is updated after each general meeting as needed. It should be posted on our website for better outreach.

Generally speaking, it is important that the President continues to have a prominent position within the medical education community. Effective presence at national and international

meetings helps improve our organization's reputation and credibility. This ought to continue moving forward.

Finally, we must be bold in seeking additional human and financial resources to help us achieve our ambitious goals. Being a student-run organization is our strength, but it is also our weakness in that we all have (often overwhelming) agendas and work within the confines of relatively limited financial resources.

IV. SUGGESTIONS FOR IMPROVEMENT

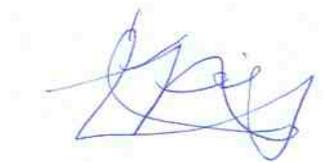
This portfolio is a massive one since it involves a tremendous amount of administrative work, attendance at multiple meetings (I was not able to attend a few because of academic/other professional duties) and overseeing ongoing projects within the organization.

Some of the administrative work carried out by the President, namely general meeting preparation (agenda setting, document preparation/revision, presentation fine-tuning) could be alleviated with the help of an additional staff member. Our General Manager, being our sole employee, is of paramount importance and value to our organization (and to the President's wellbeing). It would not be realistic or human to expect more from one person when it comes to administrative assistance and general support to our organization. It would be irresponsible for the CFMS to underestimate the value of our General Manager and to move forward with the assumption that we can carry on with the same structure forever. We ought to: (1) implement mechanisms to retain and reward hard work and talent and (2) recruit new employees to help alleviate our executive and employee's workloads.

Furthermore, contracting out services like translation and other public relations could alleviate the executive from a significant amount of work.

Finally, the Executive Vice-President and Past-President positions could be used more effectively to minimize the stress and burden associated with such a busy meeting agenda. Likewise, administrative tasks ought to be more equitably distributed between the President and Past-President at their discretion.

Respectfully submitted by,



Noura Hassan

President, 2011-2012