



**General Psychiatry Residency Program  
Resident Assessment and Support Sub-committee (RASC)**

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**Purpose**

The purpose of the RASC is to provide oversight and guidance regarding resident assessment including: (a) process and content review when resident performance is assessed as not meeting standards (see triggers below) and (b) recommendations for program-based remedial support – also known as informal or in-program remediation (i.e. enhanced learning plans)\*. The RASC ensures that residents have clearly delineated enhanced learning plans when additional supports are needed. Moreover, supports recommended by the RASC may avert or inform formal remediation by the BOE-PG (Board of Examiners, Postgraduate Medical Education, University of Toronto).

**Relationship to PRPC and PCS**

The RASC is a subcommittee of the Psychiatry Residency Program Committee (PRPC) and exists as an extension of the Psychiatry Competence Subcommittee (PCS) to provide more in-depth support to residents in the General Psychiatry Residency program. Whilst the goal of the PCS is to provide individualized learning plans to all residents, there are some instances when a more granular and detailed assessment of a resident's performance in the program is required. In these instances, and on the recommendation of the Director, General Psychiatry Residency Program, the RASC conducts a detailed review of relevant assessment data and provides recommendations to facilitate a resident's progression in the program.

The Chair of the RASC will provide a summary report to the PRPC annually of its activities.

\*Please note that whilst the terms *formal* and *informal* remediation are often used in reference to enhanced supports required by residents, only the Board of Examiners, PGME (BOE-PG) can initiate remediation, often referred to as "formal remediation."

**Membership**

1. Chair
2. At least 3 teaching staff/faculty
3. Director, General Psychiatry Residency Program (Program Director or PD) or Delegate (e.g. Associate or Assistant Program Director)
4. CBD Coach for resident
5. Faculty Member (at request of resident being reviewed or at request of PD or Chair, RASC to provide expert advice)
6. Optional (non-voting members) at the request of the resident being reviewed
  - Resident Advisor
  - Support person from PARO or other TFoM organization (e.g. OLA) to provide silent support; this may not be a resident from program

Members for the RASC will be selected by the Chair, RASC in collaboration with the PD. Every effort will be made to ensure that there is representation of faculty with experience in resident assessment, supervision, and teaching from a variety of training sites, and clinical backgrounds. Principles related to equity, diversity, and inclusion will also inform selection of committee members on the RASC.

### **Reporting Relationships and Confidentiality**

This committee reports to the PD along with the PRPC, advising regarding both resident review outcomes and programmatic trends. The Chair of the RASC may also share relevant information with the PCS Chair (and vice versa) about programmatic trends in assessment to enhance the residency program's assessment strategy. In addition, programmatic trends in assessment may also be shared with the Chair of the Assessment Subcommittee, de-identified of any specific resident information. Confidentiality of the resident being reviewed and supervisors participating in RASC will be strictly maintained.

RASC reports will be included as a part of a resident's file, for review by the PCS during meetings as needed.

### **Term of Members (including Chair)**

3 years, renewable once for another 5 years at the discretion of the Chair, RASC and PD.

### **Chair**

The Chair of the Committee will be selected by the Director, General Psychiatry Residency Program for the Department of Psychiatry, Temerty Faculty of Medicine, University of Toronto aligned with Departmental values of *excellence, accountability, and justice*.

### **Scope and Responsibility of the RASC:**

- a. To provide a review of process and content issues when a resident is identified by the PCS or PD as requiring additional academic and/or professionalism supports (see criteria for RASC review below).
- b. To determine whether Faculty of Medicine [guidelines](#) for resident assessment have been followed adequately such that assessment of the resident may be considered to have met the standard.
- c. To delineate the specific needs of the resident to inform an enhanced learning plan.

### **Criteria for RASC Review:**

The PD should consider RASC review in the following instances:

- a. Critical incidents involving documented patient safety or professionalism concerns.
- b. Scores of 2 or less overall on the mid-term Global Rating on an ITAR (in-training assessment report).\*
- c. Scores of 2 or less overall on the Global Rating on an ITAR.
- d. Scores of 2 overall or less in one or more sections of an ITAR.
- e. Multiple STACER failures (practice, general psychiatry, or exit).
- f. Failure to meet EPA attempt targets during 2 or more PCS meetings.
- g. Learner status following PCS meeting of *Not Progressing as Expected* or *Failure to Progress*.
- h. To help address a specific challenge or concern or address a *Modified Learning Plan* following Psychiatry Competence Subcommittee (PCS) review.

\*Note : Some residents may still have ITERs in the transition to CBD – in-training evaluation report

## **Criteria for Resident being referred and presented to the Board of Examiners, Postgraduate Education (BOE-PG)**

- a. When the RASC has determined, after process and content review, that the resident has failed a rotation or that program based remedial support as recommended by the RASC has not been effective in addressing the academic and/or professionalism concerns.
- b. When RASC has determined, after appropriate review, that a resident's performance has breached professionalism standards such that further Postgraduate Medical Education (PGME) and residency program oversight and remediation is required.
- c. Per the BOE-PG [Terms of Reference](#) and Resident Guide to [Formal Remediation](#).

## **Description of the RASC Review Process**

1. RASC Meeting
  - a. Following referral of a resident to RASC, the committee will endeavor to meet as promptly as possible to provide guidance to the resident, the resident's supervisor, coach, and the program director.
  - b. The resident and their coach will receive a summary of the process of the meeting in advance.
  - c. Quorum for the RASC shall be 3 committee members, including the Chair. Other faculty may also be invited to attend as indicated under *Membership - Optional*.
  - d. The program director or their delegate will also attend each resident review.
  - e. At the discretion of the RASC Chair, the resident may be invited to attend the meeting in person or virtually. Should the resident attend the meeting, they may bring a support person from the residency program (e.g. Resident Advisor or other faculty teacher), PARO or TFoM staff person (e.g. from the Office of Learner Affairs) to provide silent support (i.e. observe and take notes). Due to potential conflicts of interest and the nature of the data being considered and discussed, co-residents cannot act as a support persons for residents.
  - f. Residents will also be invited to share a reflection with the RASC outlining their perspective on the areas for improvement being considered.
  - g. Faculty teachers/supervisors for the resident being reviewed at RASC may also be invited at the discretion of the Chair to provide information to assist the committee in crafting an enhanced support plan for the resident. As much as possible, feedback from supervisors should be documented in residency program assessments – e.g. ITARs, EPAs, STACER feedback forms etc.
2. Information considered at RASC
  - a. Committee members will review assessment data and any other written documentation in the resident's file including the resident reflection, should one be available.
  - b. In-person comments (if resident or supervisor is invited to meeting) will also be considered.
3. Deliberation
  - a. Based on the available assessment data, the Committee will provide recommendations to inform the enhanced learning plan, aligned with CanMEDS competencies and Psychiatry Competency Training Requirements.
4. RASC Report
  - a. A report will be prepared by the RASC Chair with input from committee members. The report will then be provided to the program director for review and follow-up with the resident.

- b. RASC reports will be included as a part of a resident's file and may be forwarded to supervisors and PG Site Directors to support implementation of the RASC's recommendations and to inform the resident's progress.
- 5. Referral to BOE-PG or BMA
  - a. RASC may also recommend to the program director that the resident be referred to the BOE-PG.
  - b. If there are any concerns that a wellness issue may be impacting on a resident's performance, the RASC may recommend that a resident seek support from the Office of Learner Affairs (OLA). With OLA leadership, a resident can also be reviewed by the [Board of Medical Assessors](#) (BMA).

**Prepared by:** RASC Chair and Program Director 2021; updated in June 2023

**Approved by PRPC:** electronic review and approval September 19, 2023

**Date of next scheduled review:** 2025