Office of continuing professional Development

Strategic Plan 2018-21 2019 Update



This document was produced by the Office of Continuing Professional Development after consultation with its stakeholders. It is based on feedback received through a SWOT analysis, an external review by Dr. Dave Davis, and input from the CPD Steering Committee. The Vision and Mission were first reviewed and updated by the OCPD Leadership team followed by the CPD Steering Committee. It is aligned with the Faculty of Medicine’s Vision and Mission which is summarized by the phrase “We teach to heal”. The goals and objectives for the Office of CPD are aligned with its Vision and Mission and are summarized in this document.

Updated January, 2019, Approved by OCPD Steering Committee June 12, 2019

**Vision**

To enhance practice improvement through innovative, practical and evidence-informed continuing professional development leading to better healthcare outcomes. “*Enhancing healthcare through CPD”*

**Mission**

Enable and support effective lifelong learning of physicians, medical educators and scientists and other healthcare professionals by:

1. Addressing professional practice learning and performance needs
2. Promoting self-directed learning with a competency-based framework
3. Integrating best evidence
4. Integrating patient perspective
5. Promoting scholarship and research
6. Incorporating appropriate educational technologies
7. Embracing social accountability by integrating the needs of our diverse stakeholders and communities
8. Recognizing the bilingual character of our community

**Goals and Objectives:**

1. **Education planning, accreditation and support services**
	1. **Improve the program planning process**
		1. Continue to ensure an education consultant participate as support for planning committees with a greater focus on identifying barriers to change and areas for practice improvement: develop a checklist of innovative course and curriculum innovations; add a section on QI/system approaches/Pt safety into each CPD session
		2. Increase the use of performance data as part of needs assessment for programs – identify data sources through provincial data sources, regional hospital and public health agencies, CMPA, CPSO
		3. Develop more programs with outcome change planned from the outset – include more behaviour changing techniques in sessions
		4. Update and use FM curriculum map to identify gaps in programs
		5. Use eConsult data and consultants to inform planning committee unperceived needs
		6. Engage program committee members through a half-day workshop to highlight innovations in simulation, interactivity, small group learning,etc
		7. Broaden representation of planning committees including other healthcare professionals (NPs, pharmacists, social workers), LHIN, hospital representatives and patients
		8. Increase the use of online and social media mechanisms to provide connection to provide continuity between programs, act as ongoing needs assessments for subsequent courses
	2. **Improve the accreditation process to be user-friendly and efficient**
		1. Continue to update the website with an online, fillable webform with process descriptions and tools to facilitate the accreditation application process
		2. Provide informed guidance to applicants through regular communications with RCPSC and CFPC
	3. **Increase and broaden OCPD support services**
		1. Increase in staffing to meet program needs
		2. Expand Faculty Development services as programs increase in numbers
		3. Provide planning services to Faculty for events such as Orientation, townhalls, awards ceremonies
		4. Continue process mapping of planning process leading to more efficient use of planners/registrar – use workflow software to improve efficiency of conference planning process
		5. Update course support request online and MOA/contract templates to facilitate client’s understanding of expectations
		6. Review financial plan and forecast to support OCPD growth
		7. Regularly review office fee structure to ensure fair compensation for support services
		8. Assist Affaires Francophone team to provide francophone programs to our region and nationally
2. **Communications Strategy for OCPD to develop a better approach to communicate with Faculty and market our programs to participants**
	1. Reinforce the importance of communications to Departments with representatives on OCPD Steering Committee who should be CPD champions in the departments
	2. Continue to improve branding across CPD interfaces with clients/participants: website, forms, brochures, eblasts
	3. Work with MarComm to provide CPD stories for faculty-wide communications
	4. Update the website regularly with new programs, news and other information
	5. Expand the use of social media – work with MarComm for a Faculty wide focus on optimal communications through social media
	6. Continue to reach out to alumni and trainees to be more aware of CPD programs, consider discounts for alumni
	7. Expand communications with a focus on educational tourism
	8. Use the Faculty template to create an annual report to showcase programs and achievements
	9. Consider renaming OCPD to Office of Continuing Health Improvement
3. **Program Design and Development**
	1. **Increase numbers and scope of clinical CPD programs**
		1. Continue to update curriculum map of OCPD programs against CFPC competencies – limit number of competencies to <20
		2. Identify a strategy to define opportunities to do work based assessments with feedback informing topics for programs
		3. Identify programs to fill gaps identified in curriculum map
		4. Continue to support IDEAS Foundations of QI program regionally – identify opportunities to integrate IDEAS sessions into other programs
		5. Support webinar series with Depts of Medicine + Family Medicine (QI) – interest from OB/GYN and other Depts
		6. Develop select webinars into online modules
		7. Explore opportunities to increase skills and simulation integration into more courses for MOC Section 3 and MainPro+ Level 3 credits.
		8. Work with City + Federal agencies to develop courses that would be of national interest and take advantage of local concurrent social events (Eg Jazz Festival, Winterlude)
	2. **Redevelop faculty development curriculum to support Faculty members teaching, research, administration and career development (formerly under Office of FacDev)**
		1. Update the Faculty Development curriculum based on identified needs through repeat surveys/assessments that responds to the expectations of Faculty members involved in teaching/research/administration
		2. Provide training for Competency Based Medical Education including concepts, planning and evaluations
		3. Update the Orientation program and make it mandatory for Faculty appointment
		4. Provide FacDev workshops in the workplace (eg departmental grand rounds and business meetings) to increase outreach
		5. Expand on program to address the needs of recent researcher recruits
		6. Provide mentorship workshop to increase capacity of mentoring within Faculty
		7. Encourage the addition of a quality improvement perspective in FacDev teaching – align with hospital QI programs
		8. Reach out to non-affiliated hospitals to provide FacDev
		9. Support and collaborate with national and international programs to develop and provide FacDev
	3. **Provide increased educational support for Faculty involved in CPD**
		1. Continue to add resources to facilitate development of CPD activities such as audit and feedback tools, selection of best education strategy for teaching, in situ simulation, reflection tools, needs assessment template, survey and guide; speaker invitation and a revised Accreditation Application Form
		2. Expand programs to support CPD: accreditation, peer teaching, webinar development
		3. Use curriculum map to provide topics/foci from previous conferences to planning committees
		4. Provide coaching on interactive techniques in planning committees and one-on-one consultations and started pre-“planning committee” meetings with planning chair
	4. **Design and develop new approaches to disseminate education to the community**
		1. Develop more webinars with partners in Faculty Departments
		2. Work with regional providers to identify and fund QI education in community and other areas
4. **Develop resources and supports for self-directed learning**
	1. Develop new online modules with partners such as Eastern Ontario Health Unit
	2. Increasing numbers of MainPro + Level 3 certified programs and workshops
	3. Work with departments to establish mentoring programs throughout faculty
5. **OCPD Quality Assurance Process**
	1. Support QA process for OCPD functions
		1. Accreditation applications are audited for consistency
		2. Some programs audited to ensure that learning objectives are met and OCPD policies are followed – update the session audit form
6. **Develop a sustainable CPD research program**
	1. Continue to hold regular research meetings
	2. Reach out to other research stakeholders (eg Knowledge Translation, Education Research)
	3. Continue to identify themes for research programs
	4. Submit grants for funding (DIME, RCPSC, CIHR)
	5. Collaborate locally, provincially, nationally and internationally to expand the research program
7. **Continue networking and partnering to explore opportunities for new programs**
	1. MD program
		1. Continue to update and monitor the redeveloped program to support faculty development for teachers
	2. PGME
		1. Deliver core teaching programs with logistical support
		2. Develop FacDev to support migration to CBME
	3. AF
		1. Development of bilingual programs and modules for Faculty + CAPSAF + Montfort
	4. Continue to update the CPD events calendar to include events from regional health centres, OCPD, AF
	5. Dept of Innovation in Medical Education
		1. Collaborate to support Annual Meredith Marks Day
		2. Support increasing the critical mass of CPD education researchers
	6. uOttawa Centre for Teaching
		1. collaborate in providing faculty development to Faculty of Medicine
		2. identify resources that can be used for the Faculty of Medicine
	7. The Ottawa Hospital + other affiliated teaching hospitals
		1. Coaching program
		2. Mentorship program
		3. QI education – work to create a combined uOttawa/TOH CPD program focused on QI/pt safety which is enabled to use data to develop programs to support healthcare teams
		4. Leadership program
		5. Accreditation of hospital based programs (ie Patient Safety Day)
	8. Reach out to non-affiliated sites for support of communities of practice
		1. Foundations for QI program based on regional/sectoral QI priorities
	9. Ottawa Public Health
		1. Access regional data
		2. Collaborate on education programs
	10. Eastern Ontario Health Unit
		1. Development of online modules
	11. CPD-Ontario
		1. IDEAS program
		2. Development of online modules for opioid management during the opioid crisis
	12. RCPSC + CFPC
		1. National Accreditation Conference
		2. Competency by Design CPD Summit
	13. AFMC Committee on CPD
		1. Participate in supporting Future of Medical Education in Canada CPD
		2. SDL committee assessing ways to increase SDL in Canada