

HOW TO VIEW PROGRAM SPECIFIC EPA TEMPLATES

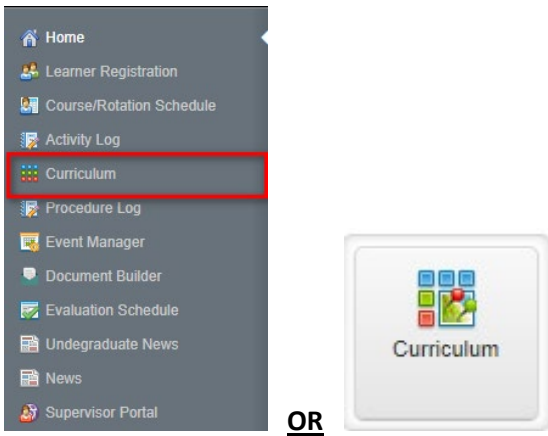
TARGET AUDIENCE: CBME PROGRAM ADMINISTRATORS, PROGRAM DIRECTORS,
Updated March 4, 2024

Viewing and Downloading Your Program's EPA Templates

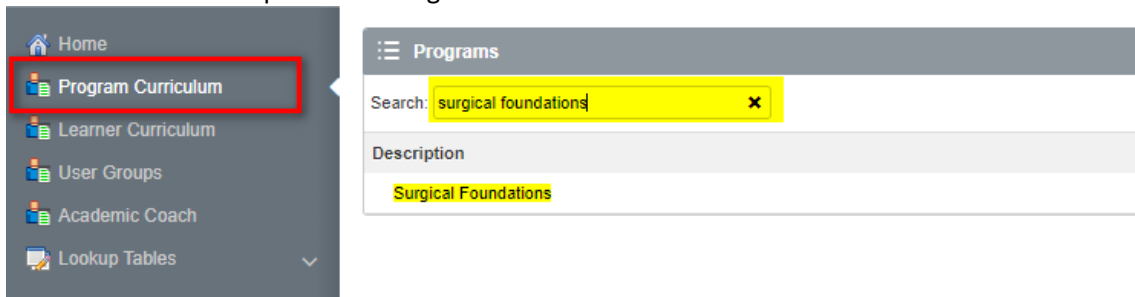
Both CBME Program Administrators and CBME Program Directors can view and download their Program's EPA form templates through the MedSIS Curriculum Module.

How to Access the Curriculum Module?

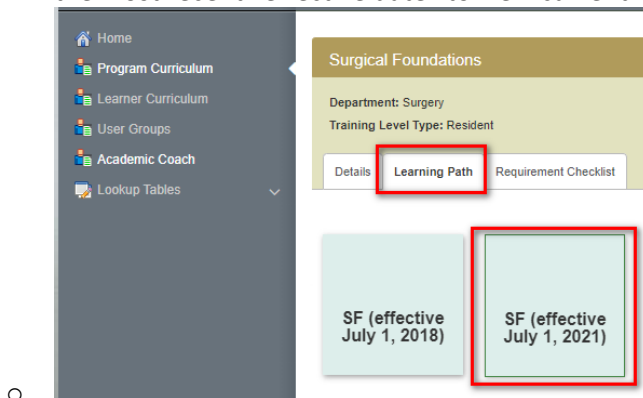
- Upon login, toggle to "Curriculum" in your left-hand navigation menu.
 - **NOTE:** PDs with multiple roles – please ensure that you are accessing your "Admin Portal".



- Select "Program Curriculum", search for your program using the "Search" bar and click on your program's name under the "Description" heading.



- Toggle to the "Learning Path" tab and click on your current learning path to open your program requirements.
 - **NOTE:** programs who have versioned will have multiple learning paths available. Click on the one with the most recent "effective date" to view current requirements.



How to View/Download Blank Templates:

- Upon opening your learning path, you will see all stages/current version EPAs . Click on the “short name” of the EPA you wish to view.

Surgical Foundations

Department: Surgery
Training Level Type: Resident

Details Learning Path Requirement Checklist

SF (effective July 1, 2021)

Search: [input] x

Name

Stage 1 - Transition to Discipline

PRE-OP PREPARATION

RECOGNIZE CRITICALLY ILL

DOCUMENTATION

HANDOVER

click on short name of EPA to view requirement details/blank templates

- To view a blank version of the EPA form, click on “Preview” from the “Details” tab (should default to this tab automatically).

Edit Item

PRE-OP PREPARATION

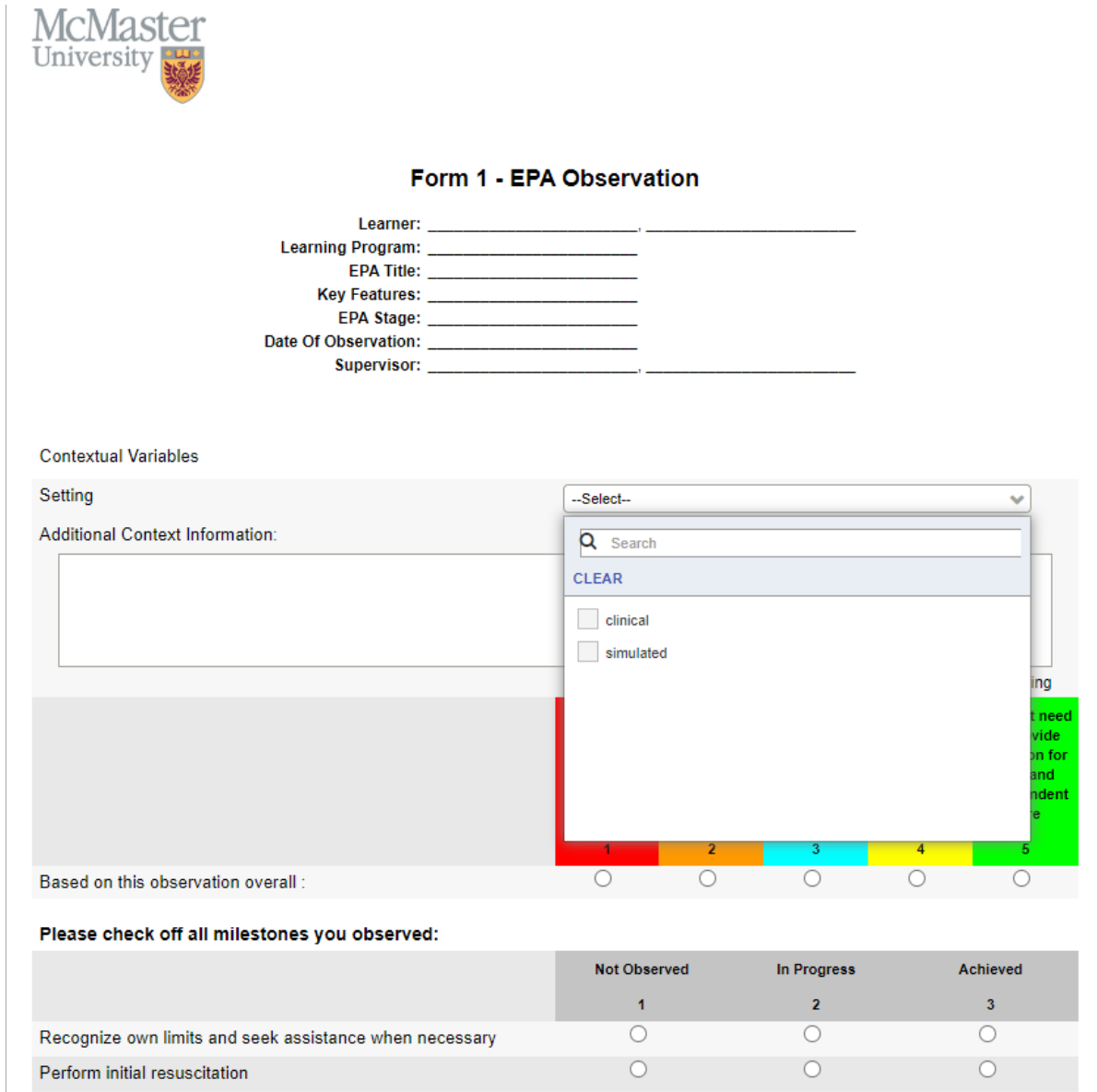
Title: Performing the preoperative preparation of patients for basic surgical procedures
Requirements: Case discussion and/or review of documentation by supervisor (surgeon, senior surgical assistant, senior resident or fellow)
Collect 1 observation of achievement

Details Milestones Contextual Variables Requirements

Parent: Stage 1 - Transition to Discipline
Name: PRE-OP PREPARATION
Title: Performing the preoperative preparation of patients for basic surgical procedures
Sequence #: 1
Key Features: - This EPA includes verifying pertinent clinical findings and completing relevant clinical documentation, including orders
Minimum Score for Achieved EPA: 4
Form: RC - FORM 1
Linked To: PRE-OP PREPARATION
Requirements: Case discussion and/or review of documentation by supervisor (surgeon, senior surgical assistant, senior resident or fellow)
Collect 1 observation of achievement

Preview Close

- Once you select “Preview” a new window will open with a blank template. The template will show all contextual variable dropdowns and milestones specific to the EPA you are viewing.



Form 1 - EPA Observation

Learner: _____
 Learning Program: _____
 EPA Title: _____
 Key Features: _____
 EPA Stage: _____
 Date Of Observation: _____
 Supervisor: _____

Contextual Variables

Setting: --Select--

Additional Context Information:

Based on this observation overall : 1 2 3 4 5

Please check off all milestones you observed:

	Not Observed	In Progress	Achieved
	1	2	3
Recognize own limits and seek assistance when necessary	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Perform initial resuscitation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

How to Download Blank Copies to PDF Format

- On the same window with the blank form, you have options on the top to “Download” or “Close”. Click on “Download to save a PDF version of the form to your device.



Need More Help?

- To submit a ticket, please visit medsishelp.mcmaster.ca
 - User Guide: [How to Submit a Ticket](#)