



HOSPITAL UNIVERSITY EDUCATION COMMITTEE (HUEC) TERMS OF REFERENCE

Accountability

The Hospital University Education Committee (HUEC) is advisory to the Dean of the Temerty Faculty of Medicine, University of Toronto.

Mandate

The Temerty Faculty of Medicine is responsible for the education and professional training of learners from its MD, Postgraduate Medical Education, Physician Assistant, Medical Radiation Sciences and Rehabilitation Sciences programs. Temerty Medicine is reliant on the hospitals and health care centres affiliated with the University of Toronto to provide the venue and significant resources to support the education and training of learners from its health professions education programs. Those affiliated hospitals and health care centres are responsible for high quality patient care, including that provided by medical students and clinical trainees, under the supervision of clinical faculty.

Comprised of Temerty Medicine education leaders and education leaders from affiliated hospitals and health care centres, the HUEC is a standing advisory committee that facilitates and supports the planning and resource allocation necessary to sustain the excellence of Temerty Medicine's health professions education programs.

Responsibilities

The committee serves to enhance the partnership between the Temerty Faculty of Medicine and its affiliated teaching hospitals and health care centres by:

- defining lines of responsibility and accountability for delivery of the Temerty Medicine MD, Postgraduate Medical Education, Physician Assistant, Medical Radiation Sciences and Rehabilitation Sciences programs;
- defining joint responsibilities for the education and training of MD, postgraduate medical education, physician assistant, medical radiation sciences and rehabilitation science learners as well as for the continuing education of practitioners and clinical teachers;
- identifying the resources currently provided by the partners; and,
- collectively planning for and rationalizing appropriate resources to sustain the joint education mission.

The HUEC may establish standing subcommittees or time-limited working groups in order to support fulfillment of its responsibilities. Such subcommittees or working groups will be accountable to the full committee.

Membership

1. Vice-Presidents Education (or equivalent), Toronto Academic Health Science Network (TAHSN) affiliated academic hospitals

- Baycrest
- Centre for Addiction and Mental Health
- Holland Bloorview Kids Rehabilitation Hospital
- Hospital for Sick Children (SickKids)
- Humber River Hospital
- Michael Garron Hospital – Toronto East Health Network

- North York General Hospital
- St. Joseph's Health Centre – Unity Health Toronto
- St. Michael's Hospital – Unity Health Toronto
- Scarborough Health Network
- Sinai Health (includes Mount Sinai Hospital and Hennick Bridgepoint Hospital)
- Sunnybrook Health Sciences Centre
- Trillium Health Partners (includes Credit Valley Hospital, Mississauga Hospital, Queensway Health Centre)
- University Health Network (includes Toronto General Hospital, Toronto Western Hospital, Princess Margaret Hospital, Toronto Rehabilitation Institute)
- Women's College Hospital

2. Representatives of Community-Affiliated Partner Institutions, designated by the Dean

- George Hull Centre for Children and Families
- Kensington Health
- Lakeridge Health
- Markham-Stouffville Hospital
- Ontario Shores Centre for Mental Health Sciences
- Providence Healthcare – Unity Health Toronto
- Royal Victoria Hospital Regional Health Centre
- Sick Kids Centre for Community Mental Health
- Southlake Regional Health Centre
- Surrey Place Centre
- Waypoint Centre for Mental Health Care
- West Park Healthcare Centre
- William Osler Health System

3. Temerty Medicine Education Deans

- Vice Dean, Medical Education (*Chair*)
- Vice Dean, Clinical and Faculty Affairs
- Associate Dean, MD Program
- Associate Dean, Postgraduate Medical Education
- Associate Dean, Continuing Professional Development
- Associate Dean, Mississauga Campus

4. Temerty Medicine Departmental/Program Representatives

- Rehabilitation Sciences Sector Education Lead
- Vice Chair Education - continuing membership
- Physician Assistant Program - continuing membership
- Medical Radiation Sciences Program - continuing membership

5. Learner Representatives

- Medical Student designated by the Associate Dean, MD Program via MedSoc for a limited one-year term
- Postgraduate Resident designated by the Associate Dean, Postgraduate Medical Education via PARO for a limited one-year term

Chair: Vice Dean, Medical Education (delegated responsibility from the Dean, Temerty Medicine)

Observers, Invitees & Alternates: Observers are allowed at the discretion of the Chair. Members may designate alternates as required with the understanding that continuity of attendance is strongly encouraged.

Decision-making and Reporting

Any member of the committee may submit agenda items. The committee will work by consensus, developing plans and recommendations for decision by the Dean and the affiliated hospitals. It is understood that some matters may need to be referred to the CEO's and Boards of the affiliated hospitals and/or the President or Provost of the University.

TemEd Subcommittee

The TemEd Subcommittee consists of the Temerty Medicine Education Deans and Departmental/Program representatives who are members of the full committee. The TemEd Subcommittee provides an opportunity for consultation and discussion among education leaders from Temerty Medicine's health professions education programs, with the goal of informing the work and mandate of the full committee.

Meeting Schedule

The HUEC normally meets on the 4th Wednesday of every second month or at the call of the chair.

The TemEd Subcommittee normally meets on the 4th Wednesday of those months in which a full HUEC meeting is not scheduled to take place or at the call of the chair.

Administration

Administrative support is provided by the Executive Assistant to Vice Dean, Medical Education. Agendas and meeting notes will be circulated electronically. Notice of committee meetings will be provided to the members at least 5 working days in advance of the date of the meeting. The Chair may call a meeting on less notice with the consent of the majority of the members.

Last Revised and Approved by HUEC - November 2020