Toronto Academic Health Science Network
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GUIDELINES FOR STREAMLINED ONBOARDING OF POSTGRADUATE RESIDENTS AND FELLOWS DURING THE COVID-19 PANDEMIC

Version Date: May 18, 2021

PURPOSE

To harmonize Toronto Academic Health Science Network (TAHSN) hospitals' onboarding process of medical residents and fellows who are being redeployed during the COVID-19 pandemic.

ISSUE

The University of Toronto postgraduate medical education (PGME) residents and fellows continue to support clinical care at TAHSN hospitals by being redeployed to where there is greatest need in the system, and in collaboration with the relevant Program Directors, to minimize disruption in their academic programs. As redeployment decisions are made with short lead times and trainees must start providing clinical support immediately upon redeployment, onboarding for the redeployment placement must be effective and efficient.

However, variation in the onboarding requirements across TAHSN hospitals can impede a redeployed resident/fellow's ability to provide immediate support as some receiving redeployment sites require additional onboarding steps that are not essential to their readiness for redeployment. These steps can be time-consuming and stressful as some residents/fellows are required by the receiving site to complete their usual full onboarding requirements, even if similar requirements were completed at the resident/fellow's previous placement site(s).

RECOMMENDATION

TAHSN hospitals are recommended to follow these guidelines when onboarding a post-graduate resident/fellow who is being redeployed during the COVID-19 pandemic:

- **Reduce redundancy of onboarding requirements by mutual acceptance of training delivered by TAHSN hospitals**: Apart from requirements that are unique to a hospital or necessary to function as the redeployed physician (e.g., site-specific EMR), the resident/fellow will not be required to repeat onboarding requirements (including learning modules) that are common or considered equivalent between hospital sites. The receiving redeployment site will accept as sufficient the orientation and training delivered to residents/fellows at any TAHSN hospitals.

  As a <u>time-limited temporary</u> measure during the COVID-19 pandemic, the receiving redeployment site will accept all common content (but not necessarily identical) modules (e.g., donning and doffing) that have been completed by the residents/fellows, provided that these residents/fellows provide proof (e.g., via printed certificate) of the hospital where they completed the module. This temporary measure will be in place until December 31, 2021, or until mutually agreed to by the TAHSN Education COVID-19 Group members.

  Note: All residents and fellows will have already completed all basic TAHSN <u>modules</u> (e.g., privacy, occupational health and safety, etc.) at the time of registration with PGME.

- **Use electronic /virtual registration**: Wherever possible, use electronic or virtual to onboard residents/fellows. If additional training *must* happen, it should be done virtually, available for remote access, and/or (where applicable) through simple electronic instructions/communication.

- **Recognize TAHSN Hospital Badges**: For the purpose of entry into the redeployment site to work, a badge from and existing TAHSN hospital should be recognized by security as appropriate identification to enter the hospital until another suitable badge can be produced.

- **Quick access to Electronic Patient Records and charts**: Access to care for patients should be provided as quickly as possible, with training minimized to the bare essentials for patient safety. Temporary access should be enabled for residents to cover evening and weekend coverage on short notice.