



Psychiatry UNIVERSITY OF TORONTO

**Psychiatry Residency Program Committee
Safety Sub-Committee
March 2013, updated October 2016,
Reviewed/updated October 2019**

Purpose

The goal of this committee is to promote resident safety throughout the University of Toronto, Department of Psychiatry and all of its training sites.

Membership

Minimum membership will include the following:
4 teaching staff representing a variety of training sites (including the Chair of the Safety Sub-Committee)
2 residents
Invited guests as requested by the committee

Term

Three years, with option for renewal for additional terms at the discretion of the Chair

Reporting Relationship

This committee will make annual reports to the Postgraduate Residency Program Committee (PRPC) and additional reports as required.

Quorum

Quorum will be constituted by minimum membership of the committee (4 teaching staff and 2 residents) or their delegates who attend meetings in person or via teleconference. One of the teaching staff must include the Chair of the Safety Sub-Committee or Director of Postgraduate Education for the Department of Psychiatry

Chair

The Postgraduate Site Coordinator at CAMH will serve as the Chair of the Safety Sub-Committee.



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Scheduling

The committee will meet quarterly and at the call of the Chair of the Safety Sub-Committee or Director of Postgraduate Education for the Department of Psychiatry as required.

Scope/Responsibility

- Develop and revise policy in the area of resident safety
- Establish and revise minimum requirements for resident safety in all training sites.
 - This will include physical plant requirements, policy initiatives, prevention initiatives, resident orientation, follow-up requirements and other measures as required
- Conduct site visits to training sites with high acuity every two years to provide oversight re: adherence to policies and requirements. Training sites with high acuity include sites where there is a Chief Resident and residents provide on call coverage. The remaining training sites will have site visits completed every three years.
 - Any site that does not adhere to Departmental safety guidelines in one or more area that compromises resident safety will be reviewed and must be approved prior to receiving resident trainees at the site.
 - A site visit or review can be initiated at any time at the discretion of the Safety Sub-Committee Chair or when a safety concern is provided directly or via the Site Surveys completed every six months at each site
- Review protocols for the reporting of any events of assault or injury to residents during their training in the Program
- Make recommendations for requirements with respect to follow-up and incident review after actual events of assault or injury to residents
- Provide recommendations with respect to resident education to promote safety and develop skills in the management of aggressive behaviour
- Provide recommendations with respect to faculty development and interprofessional training in the area of resident safety
- Make other recommendations for improvements to enhance a safe learning environment for resident education throughout the Program

Review of Terms of Reference:

- Every three years

Drs. J. Joannou, S. Darani, and M. Fefergrad revised and approved October 2016

Safety Committee Revised and approved October 2019.

Next scheduled review October 2022