

## Safety Subcommittee Terms of Reference

### General Psychiatry Residency Program

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#### Purpose

The Safety Subcommittee of the Psychiatry Residency Program Committee (PRPC) promotes resident safety at all the General Psychiatry Residency Program's training sites, aligned with standards of accreditation (see below) and in the spirit of continuous improvement in our working and learning environments in postgraduate education. The core mandate of the safety subcommittee is to ensure that sites meet minimum requirements for safety in physical plant requirements, policy initiatives, prevention initiatives, resident orientation, follow-up requirements, and other measures as required.

<https://www.royalcollege.ca/rcsite/documents/ibd/psychiatry-sa-e.pdf>

General Standards for Accreditation for Residency Programs

#### **Standard 5: Safety and wellness is promoted throughout the learning environment.**

*Element 5.1: The safety and wellness of patients and residents are actively promoted.*

*Requirement 5.1.2: Residency education occurs in a safe learning environment.*

*Indicator 5.1.2.1: Safety is actively promoted throughout the learning environment for all those involved in the residency program.*

*Indicator 5.1.2.2: Effective resident safety policies and processes are in place, which may include policies and processes defined centrally or specific to the program, and which reflect general and/or discipline-specific*

*Indicator 5.1.2.3: Policies regarding resident safety effectively address both situations and perceptions of lack of resident safety, and provide multiple avenues of access for effective reporting and management.*

#### **Membership**

Minimum membership will include the following:

- Chair, Safety Subcommittee (who is the Postgraduate Site Director, CAMH)
- 4 faculty members from a variety of clinical settings including acute and outpatient care in psychiatry from each of the core academic teaching sites (CAMH, MSH, SHSC, SMH, UHN)
- Faculty member from a community hospital training site
- Subspecialty representative – one or more faculty members from Child and Adolescent Psychiatry, Forensic Psychiatry, Geriatric Psychiatry
  - These members may service in dual roles – as site and subspecialty representatives
- 2 resident representatives with at least 1 Chief Resident

Guests may be invited guests as requested the Chair.

## **Term**

Three years, with option for renewal for an additional three years at the discretion of the Chair.

## **Reporting Relationship**

This committee will report annually to the PRPC and on an as needed basis.

## **Relationship to other residency program initiatives and subcommittees**

Should any physical safety concerns be raised via rotation evaluations or site surveys, they will be reported to the Safety Subcommittee for further investigation/action. Moreover, in order to promote a culture of safety in the residency program and given the relationship between resident wellness and safety, the Chair of the Safety Subcommittee will also collaborate with the Chair of the Subcommittee on Resident Wellbeing as needed.

## **Quorum**

Quorum will be constituted by minimum of the Chair along with 4 faculty members and at 1 resident representative.

## **Chair**

The PG Site Director at CAMH will serve as the Chair of the Safety Subcommittee.

## **Scheduling**

The subcommittee will meet quarterly and at the call of the Chair or Director, General Psychiatry Residency Program.

## **Scope/Responsibility**

### Guideline development & review of adverse events

- 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.
- Contribute to residency program Safety Guidelines.
- Review protocols for the reporting of adverse events of assault or injury to residents during their training in collaboration with hospital site leadership.
- Make recommendations for requirements with respect to follow-up and incident review after actual events of assault or injury to residents in collaboration with hospital site leadership.
  - A site visit or review (see below) can be initiated at any time at the discretion of the Safety Subcommittee Chair or Program Director when a safety concern is raised via the Site Surveys or rotation evaluations.

### Site Safety Visits

- Conduct site safety visits to training sites with *high acuity* every two years to provide oversight regarding 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 residency program Safety Guidelines in one or

more area that compromises resident safety will be reviewed and must be approved by the Psychiatry Residency Program Committee prior to receiving resident trainees at the site.

- Reference documents – please see Site Safety Visit Template for details of reviews and Safety Guidelines on Departmental Postgraduate Education website

### Education and Training

- Provide recommendations with respect to resident education to promote safety and skill development in de-escalation for safety and self-protection. \*
- 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 general program.

\*Please note – PGY1 and 4 residents in the program must complete **TIDES** (Trauma-Informed De-escalation Education for Safety and Self-Protection) training

This full day course focuses on prevention strategies, self-management and self-awareness in the moment, de-escalation, and having a team approach to escalated situations. During the physical skills portion, residents learn and practice self-protection skills, team control skills, and mechanical restraint application.

The learning objectives for this training are:

- To implement the TIDES foundations of prevention
- Identify and apply collaborative communication strategies
- To apply self-management and self-awareness skills during a escalated situation
- To understand a team approach to safe intervention
- To demonstrate understanding of emergency use of restraints, including behaviour indicators, contraindications, and trauma aware strategies
- To practice the physical self-protection, team control skills and mechanical restraint application

**Created by:** Program Director, Associate Program Director, and Chair, Safety Subcommittee

**Approved at PRPC:** October 3, 2022

**Next review:** 2025