

Terms of Reference

AFPC Academic Electronic Health Record Working Group (aEHR WG)

Background

AFPC conducted a needs assessment in late 2018 for an academic electronic health record (aEHR) for pharmacy, medical and nursing students, as one of the deliverables of a project funded by Canada Health Infoway. The UBC Faculty of Pharmaceutical Sciences has collaborated with a consortium group including UBC Medicine, UBC School of Nursing, BCcampus, the British Columbia Institute of Technology (BCIT) and others, to develop a prototype educational electronic medical record (EdEMR) for use at universities and colleges in BC.

AFPC is collaborating with UBC and BCcampus to further develop the prototype for all pharmacy faculties. A needs assessment was done with pharmacy schools in fall 2019, with positive results. The AFPC Board of Directors passed a motion to proceed with next steps to assess the potential for a national aEHR for pharmacy faculties.

Mandate

To provide feedback to AFPC on technical enhancements required to the BC EdEMR prototype and considerations for a sustainable business plan, including:

- technical enhancements required prior to use as a beta version in pharmacy faculties
- ideas for use within their school
- requirements for integration with faculties' learning management systems
- strategy for development of a bank of cases for use in the aEHR
- approach to testing the beta version in faculties and training requirements
- potential business/funding models to support ongoing costs and future development.

Goal

Successful development and launch of an AFPC academic electronic health record (aEHR) that enhances student learning through a digital platform that simulates real-world experiences.

Membership and Term

Members will include one to two individuals from each faculty of pharmacy, the AFPC executive director, and the AFPC Informatics leadership team. Most members will be drawn from the AFPC Skills Lab and Informatics Special Interest Groups (SIGs). One member will also be on the Council of Faculties. The aEHR WG will continue until completion of their mandate.

Organization:

- Co-Chairs: the aEHR WG will be co-chaired by the AFPC Executive Director (Janet Cooper) and the UBC EdEMR project lead (Jason Min). They will jointly set agendas, chair scheduled meetings, prepare meeting notes, oversee WG activities and assign responsibilities to members.
- Reporting: the aEHR WG reports the AFPC Council of Faculties.

- Meetings: as needed, at the call of the co-chairs.
- Communications: e-mail, cloud file repository (e.g., Dropbox) and virtual meetings will be the primary means of communication between working group members.
- Decision making: wherever consensus is not possible, and where required, a vote may be called by the co-chairs. A two-thirds majority will carry a motion.
- Reports: the co-chairs will provide progress reports as needed and an annual report, for information and decisions, to the AFPC Education Committee, Council of Faculties, Council of Deans, and Board of Directors.

Submitted by: Janet Cooper, AFPC Executive Director; Jason Min, UBC Faculty of Pharmaceutical Sciences

Approved by: AFPC Council of Faculties, May 28, 2020