

# FMEC CPD QUARTERLY STATUS REPORT

December (Q4) 2016

**Welcome** to the FMEC CPD Quarterly Status Report for Q4, 2016. This report provides an update on the activities of the FMEC CPD Steering Committee from September to December 2016 and describes our priorities for the first quarter of 2017.

## **Steering Committee Activities This Quarter**

The focus of activity during this final quarter of 2016 was on the collection, documentation and review of anticipated project outcomes as well as development of a series of literature search strategies that will inform FMEC CPD recommendations. The specific activities included:

- Ongoing **collaboration and data collection** with endorsed project leads.
- Development of a **comprehensive document** detailing anticipated project outcomes aligned with FMEC CPD priorities.
- Development of **literature search strategies** and pilot of **searches** for relevant published materials within specific priority areas including Priority #2, Priority #3, Priority #4, Priority #5, Priority #6 and Priority #7. A description of these priorities can be found on our website at <http://www.fmec-cpd.ca/activities/>.

During this quarter, the Steering Committee held a **full day, face to face meeting** for focused review and forward planning that included:

- Comprehensive **gap analysis** to identify FMEC CPD priority areas that may not be well informed with data from projects or current literature searches.

## **Steering Committee Activities This Quarter (cont'd)**

- Definition of specific strategies to address identified gaps.
- Detailed **forward planning** of specific activities through April 2018 to produce the final FMEC CPD report.
- Creation of a framework for the final report.

## **Workshops at 8th National Accreditation Conference**

The FMEC CPD Project Secretariat conducted two workshops at the 8th National Accreditation Conference (8NAC) in Toronto in October 2016. Participants in these interactive sessions actively engaged in discussions about the FMEC CPD work and priorities as defined and provided valuable feedback.

## **Steering Committee Priorities for Next Quarter (Q1 2017)**

We will be focused on the specific strategies to address identified “data gaps” related to project based outcomes and literature searches as well as completing initial work to synthesize this data and begin straw modelling of recommendations. Therefore, the main activities of the Steering Committee during Q1 2017 will include:

- **Additional data collection** from endorsed projects, recognizing the overlap between FMEC CPD priorities as defined.
- **Additional, focused, project submissions** (through March 31st, 2017) whose anticipated outcomes will be completed on or before December 31, 2017 to address perceived gaps.
- Revise and standardize the **literature search strategies**, develop inclusion / exclusion criteria, and rerun searches to ensure that they are comprehensive.
- Define a **strategy for creation of working groups** to focus on development of final recommendations.

## **Stay Informed and Get Engaged**

We encourage you to stay informed and get engaged with our work. As part of our commitment to comprehensive and ongoing communication of the progress and changes surrounding the FMEC CPD project our website is updated regularly. Please bookmark our site at <http://www.fmec-cpd.ca/> and visit frequently!