



CAAM-HP

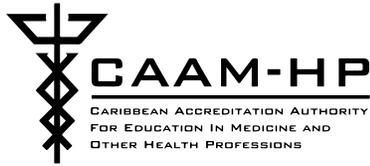
CARIBBEAN ACCREDITATION AUTHORITY
FOR EDUCATION IN MEDICINE AND
OTHER HEALTH PROFESSIONS



standards
 compliance medicine
 reviews
 evaluation quality
 system dentistry
students
 quality assurance
 experts public
 veterinary improvement
 self-study



ANNUAL REPORT 2016-2017



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This report summarizes the activities of the Caribbean Accreditation Authority for Education in Medicine and other Health Professions (CAAM-HP) for the period August 2016 to July 2017 unless otherwise indicated. It is available to stakeholders and the public on the CAAM-HP website at www.caam-hp.org.

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CARICOM MEMBER STATES



CARICOM ASSOCIATE MEMBERS



TABLE OF CONTENTS

ACRONYMS	iii
MESSAGE FROM THE CHAIR	iv
MESSAGE FROM THE EXECUTIVE DIRECTOR	v
ABOUT CAAM-HP	1
Scope of CAAM-HP Responsibility	2
Objectives of the Authority	2
The Secretariat	3
Regional and International Recognition	3
CAAM-HP ACCREDITATION SYSTEM	4
ANNUAL BUSINESS MEETING OF CAAM-HP	5
Revised CAAM-HP Policies and Procedures	5
Financial Matters	6
SUMMARY OF ACCREDITATION ACTIVITIES	7
Accreditation Visits	7
Monitoring Activities	10
Requests for Accreditation	11
Database of Site Visitors	11
Development and Revision of Accreditation Standards	11
Medical Education	12
Human Nutrition and Dietetics	13
NCFMEA Matters	13
REGIONAL & INTERNATIONAL ACTIVITIES	15
Conference Participation and Presentations	15
Capacity Building Workshop	16
Communications	23
Countdown to 2023	23
CONCLUDING COMMENTS	24
APPENDIX 1 : SIGNATORIES TO THE INTER-GOVERNMENTAL AGREEMENT ESTABLISHING CAAM-HP	28
APPENDIX 2 : MEMBERSHIP OF CAAM-HP	29
APPENDIX 3 : CAAM-HP SECRETARIAT STAFF	31
APPENDIX 4 : ACCREDITATION STATUS OF ASSESSED PROGRAMMES	32
APPENDIX 5 : ACCREDITATION DECISIONS	34
APPENDIX 6 : VISITING TEAMS	39



CAAM-HP	Caribbean Accreditation Authority for Education in Medicine and other Health Professions
CARICOM	Caribbean Community
CHEA	Council for Higher Education Accreditation
CIQG	CHEA International Quality Group
ECFMG	Educational Commission for Foreign Medical Graduates
FAIMER	Foundation for Advancement of International Medical Education and Research
FSMB	Federation of State Medical Boards
IMGs	International Medical Graduates
INQAAHE	International Network of Quality Assurance Agencies in Higher Education
INTEC	Instituto Tecnológico de Santo Domingo
LCME	Liaison Committee on Medical Education
NCFMEA	National Committee on Foreign Medical Education and Accreditation
UK	United Kingdom
US	United States
UWI	The University of the West Indies
WFME	World Federation for Medical Education

ACRONYMS





MESSAGE FROM THE CHAIR

“ As we direct our efforts towards future activities, we will remain focused on assuring our stakeholders of the quality of accredited programmes in medicine and other health professions. ”

I am pleased to share our Annual Report which provides an overview of our work in ensuring the delivery of quality educational programmes and in implementing initiatives to support schools in preparing for CAAM-HP accreditation.

The Capacity Building Workshop which was held in March 2017 was very successful with over 100 representatives from 24 schools in attendance. I commend the hard work of the Secretariat in planning and implementing the workshop. An encouraging outcome of the workshop, has been the connections established among a number of schools to share information.

The Authority could not successfully conduct its many activities without the commitment and expertise of the many persons who support its work including site visitors, board members, *ad hoc* committee members and Secretariat staff, all under the steady leadership of the indefatigable Executive Director, Mrs Lorna Parkins. My heartfelt thanks to all for your hard work and active participation.

As we direct our efforts towards future activities, we will remain focused on assuring our stakeholders of the quality of accredited programmes in medicine and other health professions.

Marlene Hamilton

Professor Emeritus
Chair, CAAM-HP

CAAM-HP had a productive year, with the successful conclusion of several initiatives. The revised standards for medical education were approved at the Annual Business Meeting in July 2017. Revised policies and procedures for States of Accreditation and the Policy and Procedures for Appeal were also approved. We are grateful for the expert work of the *ad hoc* committees led by Professor Jim McKillop in developing and finalizing the revised documents.

In addition, with the approval of the new standards for nutrition and dietetics, we have expanded our services into a new academic area in the health professions field.

During the 2016-2017 accreditation period, CAAM-HP undertook seven accreditation visits, including our first visit to a medical school in Santo Domingo which required a team of bi-lingual medical educators. Moreover, two other medical schools in Santo Domingo have also requested CAAM-HP accreditation, which reflects the level of our success as a regional accreditation body.

We know that CAAM-HP's continued success relies on the depth and strength of our site visit teams. There have been some new additions to the database of site visitors including US based medical educators. Additionally, following the Capacity Building Workshop in March medical educators from the region accepted the invitation to serve as site visitors. This is an important development as CAAM-HP prepares for the increased level of accreditation requests.

I am grateful for the dedicated service of our board members, our expert site visitors and Secretariat staff as we strive to assure quality programmes in medicine and other health professions. With your continued input we look forward to the challenges and opportunities of the years to come.

Lorna M. Parkins

Executive Director
CAAM-HP



MESSAGE FROM THE **EXECUTIVE DIRECTOR**

“ We know that CAAM-HP's continued success relies on the depth and strength of our site visit teams. There have been some new additions to the database of site visitors including US based medical educators.”





ABOUT CAAM-HP



The Caribbean Accreditation Authority for Education in Medicine and other Health Professions (CAAM-HP) is the legally constituted body, established in 2003 under the *aegis* of the Caribbean Community (CARICOM), empowered to determine and prescribe standards and to accredit programmes of medical, and other health professions education on behalf of the contracting parties in CARICOM. CAAM-HP serves as the means of providing the assurance of quality that generates confidence in the principal stakeholders, students and the public.

The signatories to the Inter-Governmental Agreement Establishing CAAM-HP are listed at Appendix 1.

As the regional accreditation body, CAAM-HP is responsible for the accreditation of degree level programmes of education in medicine, dentistry, veterinary medicine, nursing and other health professions offered by schools located in the participating countries of CARICOM, ensuring that these programmes are recognised nationally and regionally to be of international standard.

The mission of CAAM-HP is undergirded by the principles of professionalism, integrity, accountability, transparency and collaboration.

CAAM-HP was formally launched in Jamaica in July 2004 and on July 21, 2006 an Act to give effect to the Agreement establishing the CAAM-HP headquarters in Jamaica was passed in the Senate.

Membership of the Authority is multi-disciplinary with representatives from the universities in the region – senior faculty and students, the contracting parties, civil society, professional associations and external professionals with expertise and knowledge in the accreditation and administration of the education programmes. The CAAM-HP membership for 2016-2017 is at Appendix 2.

Board members provide critical support to ensure CAAM-HP remains relevant and meets its challenges.

The Authority recognizes the dedicated efforts of its board members who provide critical support to ensure that CAAM-HP remains relevant and meets the challenges of accreditation in securing its mandate of assuring quality educational programmes for the health sector. The Authority owes a debt of gratitude to those members whose term of office has ended for their exemplary service.



SCOPE OF CAAM-HP RESPONSIBILITY

CAAM-HP accredits medical, dental, veterinary and degree nursing education and other health professions programmes of schools in CARICOM member states. Additionally, on request, CAAM-HP assesses education programmes, for the purpose of accreditation, of schools in Caribbean countries outside the CARICOM framework including the Dutch Caribbean and the Dominican Republic.

CAAM-HP also represents governments and schools with accredited programmes before extra-regional authorities on the status and quality of their education programmes, on request.

It is important to note that CAAM-HP does not have responsibility for the registration of institutions to legally operate in countries. This is the function of the country's accreditation or registration body. Equally, CAAM-HP does not register or license medical or other health professionals. This authority lies with the governments and their relevant Councils or Boards.

OBJECTIVES OF THE AUTHORITY

The objectives of the Authority are as follows:

- a. achieving and maintaining standards of excellence in programmes of education in medicine and other health professions;
- b. establishing an efficient system of regulation in relation to the standards and quality of such programmes of education;
- c. securing international recognition of the programmes of education in medicine and other health professions;
- d. maintaining the confidence of the peoples of the region in the quality of medical and other health professions training offered in the region.

In pursuance of these objectives the Authority will:

- i. determine and prescribe standards, criteria and systems for the accreditation of programmes of education in medicine and other health professions;
- ii. select suitable persons as assessors and appoint panels of assessors;
- iii. accredit, on the basis of the reports of the assessors, programmes of education in medicine and other health professions;
- iv. facilitate the development of an accreditation and quality assurance ethos in the participating countries;
- v. collaborate with professional bodies to develop training programmes designed to create a regional cadre of trained assessors;
- vi. establish rules, guidelines and procedures in relation to the accreditation of education programmes in medicine and other health professions;
- vii. approve arrangements and systems for accrediting programmes of education in medicine and other health professions;
- viii. withdraw or modify, as appropriate, accreditation granted to any programme;

- ix. establish and maintain relations with bodies outside the CARICOM region having functions in relation to accreditation and quality assurance;
- x. approve the budget of the Authority; the financial and staff regulations;
- xi. appoint an auditor; and
- xii. determine the fees payable by institutions in connection with the accreditation of their programmes.

THE SECRETARIAT

The CAAM-HP Secretariat provides advice on matters of accreditation policy and procedure, manages the accreditation cycle for programmes, coordinates evaluation visits, services meetings of the Authority and its committees, conducts research on accreditation and quality assurance and maintains contacts with related bodies to inform the work of the Authority.

The Secretariat staff (Appendix 3) provides consultation to existing schools and to organisations considering the establishment of new schools. The types of services offered include visits to schools to meet with administrators and faculty members, meetings at the Secretariat office, and phone consultations. These consultation services are intended to provide support to schools in applying accreditation standards and overall guidance on the accreditation process. The Secretariat staff also provides information to the public and various agencies about the accreditation process and the status of accreditation for assessed programmes.

REGIONAL AND INTERNATIONAL RECOGNITION

CAAM-HP has received formal recognition from the United Kingdom (UK) Government as the authority responsible for the accreditation of new and developing medical schools for the British Overseas Territories located in the Caribbean.

In 2012, following a rigorous assessment of its standards and procedures, CAAM-HP received international recognition for a ten-year term from the World Federation for Medical Education (WFME). Recognition by WFME confers the understanding that CAAM-HP has been assessed and found to be credible in its policies and procedures to assure the quality of medical education in the programmes it accredits. CAAM-HP was the first accrediting body to go through the process.

In addition, CAAM-HP's standards and processes used to accredit medical schools in Antigua and Barbuda, Jamaica, Grenada, Barbados and St Vincent and the Grenadines have been determined to be comparable to those used to accredit medical schools in the United States (US) by the National Committee on Foreign Medical Education and Accreditation (NCFMEA).

These accomplishments affirm CAAM-HP's status as the credible provider of accreditation for programmes of education in medicine and other health professions in the region.



CAAM-HP ACCREDITATION SYSTEM



Through accreditation, the CAAM-HP provides assurance to students, graduates, the health professions, healthcare institutions and the public that undergraduate programmes leading to qualifications in medicine, dentistry, veterinary medicine and nursing and other health professions meet appropriate national and international standards for educational quality, and that the graduates have a sufficiently complete and valid educational experience.

The general aims of the accreditation process are:

- to certify that a medical education or other health professions programme meets the prescribed standards of structure, function and performance;
- to promote institutional self-evaluation and improvement;
- to assure society and the medical and other health professions that graduates of accredited schools meet the educational requirements for further training and the health care needs of the people of the Caribbean.

The accreditation system used by the CAAM-HP is based on that of the Liaison Committee on Medical Education (LCME). This system functions with a clear, authoritative mandate, operates independently of governments and institutions, uses preset profession specific standards, draws on external reviewers and involves self-evaluation and site visits.

The accreditation process involves annual monitoring of new and developing programmes and periodic reviews of the accredited medical, dental, veterinary and degree nursing education programmes in CARICOM countries. It uses predetermined, profession specific standards as well as external reviewers who visit the campus locations and clinical training sites during the rigorous site surveys.

The cyclical process of institutional self-study and assessment, coupled with external validation by a team of professional peers, provides a mechanism for ongoing quality improvement. That quality assurance focus is closely linked to licensing requirements for practice and access to the postgraduate education in the disciplines.

Accreditation standards and the general policies of the CAAM-HP are described in separate Standards for the Accreditation of Medical, Dental, or Veterinary Schools or Degree Nursing Programmes in CARICOM, which are available on the CAAM-HP website at www.caam-hp.org.

A list of schools offering CAAM-HP accredited programmes is made available to the public through the CAAM-HP website along with the date of each programme's next accreditation review. The list of assessed programmes, as of end of July 2017, together with their accreditation status is at Appendix 4.

ANNUAL BUSINESS MEETING OF CAAM-HP

The Annual Business Meeting of CAAM-HP was held in Bridgetown, Barbados July 20-22, 2017. The meeting was held to review the activities of the past year (August 2016 - July 2017), make decisions on the accreditation status of the programmes assessed, approve new and revised programme standards, policies and procedures and consider matters related to accreditation activities and the operations of the Authority.

REVISED CAAM-HP POLICIES AND PROCEDURES

Following the July 2016 annual meeting, an *ad hoc* committee comprising Professors Jim McKillop, Sam Leinster and Penny Hansen, all experienced CAAM-HP site visitors, was established to review the *States of Accreditation* and the *Policy and Procedures for Appeal* and make recommendations. Both documents were tabled at the July 2017 meeting for approval.

The review of the revised *States of Accreditation* was designed to: clarify terminology; address inconsistencies; reduce the likelihood of legal challenge; and make the document more user-friendly. Major changes included the following:

- extending Probation for a maximum of three (3) years;
- granting Provisional Accreditation for three (3) years;
- increasing the period before re-application to a minimum of three (3) years;
- changing terminology from “Candidacy Withdrawn” to “Candidacy Terminated”;
- including “failure to submit annual progress reports” as one of the reasons for Candidacy Terminated;
- making all adverse accreditation decisions subject to appeal.

The revised *Policy and Procedures for Appeal* included the following key elements:

- the appeal would be decided by an independent 3-member panel;
- the decision of the panel would be binding on CAAM-HP and would be implemented immediately;
- the inclusion of specific grounds for appeal;
- the administrative dismissal of defective appeals;
- the facilitation of electronic hearings;
- the costs of the appeal would be borne by the school;
- the school would be required to notify the relevant government authorities in its jurisdiction of any change in its accreditation status;
- the school must notify all students, including potential students of an adverse accreditation decision and update its accreditation status on all its public documents and website.



The Authority approved the revised *States of Accreditation* and the *Policy and Procedures for Appeal* subject to the changes agreed to at the meeting. The revised documents are effective as of August 1, 2017.

In addition, the comprehensive handbook *Procedures of the CAAM-HP* which includes the revised *States of Accreditation and the Policy and Procedures for Appeal* was also reviewed and the revised document is effective as of August 1, 2017.

FINANCIAL MATTERS

The audited financial statement confirmed that the Authority maintained its sound stewardship of its finances. However, the continued failure of many contributing governments to honour their financial commitments specified under the Agreement has a negative impact on the Authority's ability to implement new initiatives. Nonetheless, the Secretariat noted some success in collecting outstanding quota contributions by informing governments that failure to pay would mean that schools in their jurisdiction would not have access to CAAM-HP services.

The overall operational costs of CAAM-HP, including the need for increased revenue, fee schedule, the appropriate level of staffing and the development of a business plan were considered. The Authority agreed in principle to billing the costs for Secretariat staff participating in a site visit to the school and to the implementation of a new administrative fee on schools, which will be determined shortly and circulated to stakeholders.

Outstanding quota contributions have a negative impact on the Authority's ability to implement new initiatives.



Members of the CAAM-HP enjoying a night out at the Annual Business Meeting in July 2017

SUMMARY OF ACCREDITATION ACTIVITIES

Through its accreditation activities, during the review period, CAAM-HP continued to fulfill its mission to assure and monitor the quality of medical, dental and veterinary education programmes in the region.

ACCREDITATION VISITS

During the 2016-2017 accreditation cycle CAAM-HP conducted seven (7) site visits as listed below. There were accreditation visits to four (4) medical schools which were being reviewed for the first time, including one in the Dominican Republic which required a team of bi-lingual medical educators. Three (3) additional visits have been scheduled for the remainder of 2017.

- **Windsor University School of Medicine, St Kitts and Nevis**
September 19-24, 2016
- **University of Guyana, School of Medicine, Guyana**
November 20-23, 2016
- **Trinity School of Medicine, St Vincent and the Grenadines**
April 2-8, 2017
- **Instituto Tecnológico de Santo Domingo (INTEC), Dominican Republic**
May 19-26, 2017
- **All Saints University School of Medicine, Dominica**
June 4-6, 2017
- **Saint James School of Medicine, St Vincent and the Grenadines**
June 7, 2017
- **All Saints University College of Medicine, St Vincent and the Grenadines**
June 8-9, 2017

Site visit team members are key to the Authority's success in maintaining and advancing quality educational programmes.

Accreditation visits are conducted at the campus site and at clinical facilities, most of which are in the US for the off-shore medical schools. The Site Visit Reports were considered at the July 2017 meeting of the Authority and the accreditation decisions taken at the meeting are at Appendix 5. The report for INTEC in the Dominican Republic will be considered in the second half of 2017, given the additional time needed to produce a report in both English and Spanish.

The site visit team members are at the heart of the work of the Authority. Their expertise and dedication are key to the success of the Authority's capacity to maintain and advance quality educational programmes in medicine and other health professions. The Authority is indebted to them for their commitment and sustained service. The list of team members for each visit is at Appendix 6.





MONITORING ACTIVITIES

Programmes are monitored during the accreditation period through the submission of annual progress reports. These reports are analysed to ensure that appropriate actions are being taken to address the issues identified in previous accreditation reports and letters. In addition, on-going monitoring takes place through follow-up activities, including the review of complaints received with respect to accredited programmes and the review of the annual school questionnaire. The following progress reports were considered and accepted at the Annual Meeting in July 2017:

- American University of Antigua College of Medicine, Antigua & Barbuda
- Ross University School of Medicine, Dominica
- St George's University School of Medicine, Grenada
- Spartan Health Sciences School of Medicine, St Lucia
- The University of the West Indies, School of Dentistry, Mona, Jamaica
- The University of the West Indies, School of Dentistry, St Augustine, Trinidad & Tobago
- The University of the West Indies, Schools of Medicine, Mona, Jamaica, St Augustine, Trinidad & Tobago, Cave Hill, Barbados and Nassau, Bahamas
- The University of the West Indies, School of Veterinary Medicine, St Augustine, Trinidad & Tobago
- Trinity School of Medicine, St Vincent and the Grenadines
- Xavier University School of Medicine, Aruba

CAAM-HP is closely monitoring a situation in St Lucia affecting graduates of medical schools. A 2012 policy of the Medical and Dental Council of St Lucia stated that graduates of medical schools based in St Lucia were not eligible for registration to practice medicine in St Lucia unless their programme had been accredited by CAAM-HP. As an outcome of this policy, the Educational Commission for Foreign Medical Graduates (ECFMG), which issues certificates for international medical graduates (IMGs) informed the schools and all students that graduates would be ineligible for ECFMG certification if their programme was not accredited by CAAM-HP by January 2018. This situation has caused a great deal of confusion and uncertainty and movement of students out of St Lucia. It is hoped that the matter would be resolved in a timely manner so that graduates would not continue to be at a disadvantage.

Status updates for schools which have initiated the process are provided below:

- Caribbean School of Medical Sciences, Jamaica has not made progress in meeting the minimum requirements for a new medical school;
- All American Institute of Medical Sciences, Jamaica has submitted a report on their activities indicating that they are preparing their accreditation documents;
- Texila American University, Guyana has submitted documents for accreditation;

- Accreditation documents have not been submitted by either Central America Health Sciences University, Belize or University of Health Sciences, Antigua.

REQUESTS FOR ACCREDITATION

Several medical schools requested accreditation from CAAM-HP as indicated below:

BARBADOS

- Queens University College of Barbados
- Barbados American University of Integrative Sciences
- American University of Barbados School of Medicine

ST LUCIA

- West Indies National University
- Washington Medical Science Institute

DOMINICAN REPUBLIC

- Universidad Autónoma de Santo Domingo
- Pontificia Universidad Católica Madre y Maestra

Orientation sessions for the schools in the Dominican Republic are scheduled for August 2017.

The steady increase in requests, especially from schools outside of the CARICOM framework reflects the level of success that CAAM-HP has achieved over the past fifteen (15) years and is a recognition of its reputation in the field of medical education accreditation in the Caribbean.

DATABASE OF SITE VISITORS

There have been some new additions to the database of site visitors. This is worthy of note as it has been difficult to recruit US based medical educators to serve as site visitors, given concerns of conflict of interest and possible claims of LCME accreditation. In addition, following the Capacity Building Workshop medical educators from the region agreed to serve as site visitors. This is significant as CAAM-HP prepares for the increased level of accreditation requests.

DEVELOPMENT AND REVISION OF ACCREDITATION STANDARDS

CAAM-HP develops and revises standards through a process of study and consultation. Accreditation standards are reviewed on a cyclical basis to ensure that they are aligned to international trends in the field.



Medical Education

In keeping with its *Procedures for Revision of Standards* the CAAM-HP Secretariat commissioned an *ad hoc* committee to review its accreditation standards for medicine over the period January 2016 to March 2017. The Committee members were:

- Professor Jim McKillop, Chair, Extra-regional representative
- Professor Anthony Weetman, CAAM-HP representative
- Dr Peter Bell, Medical school representative
- Professor Trevor McCartney, CAMC representative
- Professor Penny Hansen, CAAM-HP Site Visitor
- Mrs Lorna Parkins, Executive Director, CAAM-HP, *ex officio*

The revised *Standards for Medical Education*, was tabled for approval at the July 2017 meeting of the Authority. The draft standards had been reviewed by the Authority at its July 2016 meeting and amendments proposed. Following the 2016 meeting the standards were further reviewed and amended by the *ad hoc* committee. The draft standards were also presented to medical schools at the Capacity Building Workshop in March 2017.

The *ad hoc* committee agreed to maintain the current format of the CAAM-HP standards, bearing in mind the recently revised LCME standards, given the importance of the NCFMEA assessments of comparability. The *ad hoc* committee also considered that the standards must be applicable both to regional and to off-shore medical schools. Major changes included the:

- Addition of new standards in keeping with the revised LCME standards effective 2016;
- Change in emphasis of some standards from “should” to “must”;
- Amalgamation of some standards where there was substantial overlap;
- Removal of standards related to internship and continuing professional education, as these elements are not a required part of the undergraduate medical education programme and are not the responsibility of the schools.

The Authority approved the revised *Standards in Medical Education* effective August 1, 2017, subject to the changes agreed to at the meeting.

All applications for accreditation that had already been received or were in the pipeline will be guided by the old standards. Any submissions received after August 1, 2017 will be guided by the new standards. The new standards will be posted to the CAAM-HP website and a letter sent to each school informing them of the effective implementation date.

APPROVED!

- Revised Standards for Medical Education
- New Standards for Human Nutrition and Dietetics

The Authority commends the members of the *ad hoc* committee for their detailed analysis and the development of the revised standards which reflect changing expectations of medical schools in the provision of a quality medical education programme.

Human Nutrition and Dietetics

The Standards for Human Nutrition and Dietetics were tabled at the July 2017 meeting for approval. The development of the standards arose out of a request from The UWI, St Augustine campus for their undergraduate programme in Human Nutrition and Dietetics to be accredited by CAAM-HP. This was necessary for graduates to be licensed to practice in Trinidad & Tobago.

Dr Astrid Inniss, Registered/Licensed Dietitian and Senior Program Analyst, Washington DC Department of Health, was contracted to develop the standards. In developing the standards, Dr Inniss engaged in meetings with various stakeholder groups and reviewed standards from other accrediting agencies in nutrition and dietetics ensuring that the CAAM-HP standards would be in keeping with standards of global nutrition accreditation authorities, which include the International Confederation of Dietetic Associations.

The Authority approved the standards for Nutrition and Dietetics in principle subject to the change agreed to at the meeting.

With these new standards, the first since 2010, CAAM-HP is continuing to fulfill its remit to accredit education programmes in other health professions.

NCFMEA MATTERS

The National Committee on Foreign Medical Education and Accreditation (NCFMEA) of the US Department of Education reviews a country's medical accreditation system for Doctor of Medicine programmes or the equivalent, to determine if it is comparable to the systems used to accredit such programmes in the United States. Under US law, accredited schools in a country that the NCFMEA finds comparable may apply to participate in the US Federal Direct Loan Program. If a medical school participates in the Direct Loan Program, US students attending the school may apply for Direct Loans to help cover educational expenses.

At the Fall 2016 meeting of the NCFMEA in Washington DC submissions from Antigua and Barbuda, Barbados and St Vincent and the Grenadines were considered.

Antigua's submission for re-determination, as reported last year, was prepared by a law firm retained by the Government of Antigua and Barbuda. The submission was incomplete and CAAM-HP had been unable to review it prior to the NCFMEA deadline. A decision on Antigua's re-determination has been re-scheduled for the Fall 2017 meeting.

**Successful NCFMEA
initial determinations
for comparability
confirmed for Barbados
and St Vincent and the
Grenadines**



The NCFMEA made a favourable decision in respect of the Governments of Barbados and St Vincent and the Grenadines regarding their submission for initial application for a determination that CAAM-HP's standards for medicine and its processes were comparable to those used in the US. The Government of Barbados was represented by the Minister of Education, Hon. Ronald Jones. The UWI was represented by the Cave Hill Campus Principal Professor Eudine Barriteau. The Government of St Vincent and the Grenadines was represented by its Charge d'Affaires, Mr Omari Williams and Trinity School of Medicine by its Dean, Dr Linda Adkison.

CAAM-HP was not notified of the Spring 2017 meeting at which updates on the revision of accreditation standards for medicine should have been presented. A request to defer this submission to the Fall 2017 meeting was made.

The NCFMEA requires that all clinical sites used by medical schools be visited by CAAM-HP during the period of accreditation to ensure standardization across all clinical sites. In the case of Grenada, St George's University has 75 clinical affiliates and has recently added another five (5) sites. The large number of clinical sites spread across the US presents a challenge to both CAAM-HP with respect to undertaking the visits; and St George's in terms of ensuring comparability across the multiplicity of sites. To date CAAM-HP has visited 16 US based clinical sites.

REGIONAL & INTERNATIONAL ACTIVITIES



During the year, the Executive Director participated in activities designed to promote the work of the Authority, keep abreast of developments in the field and to collaborate with other bodies on accreditation matters.

The Executive Director has been invited to serve as a member of the CARICOM Technical Working Group for the External Quality Assurance and Qualifications Systems effective January 2017 for ten (10) months. Three (3) meetings have been held electronically. This is part of the larger Programme of Work developed by the CARICOM Secretariat that facilitates the implementation of the Human Resource Development 2030 Strategy. Several Technical Working Groups have been established to facilitate regional policy and standards development in human resource development.

CAAM-HP was invited by the WFME to review and comment on the new and enhanced criteria for the Recognition of Accrediting Agencies.

The Authority maintains membership in the following organisations:

Council for Higher Education Accreditation (CHEA):

A US association for promoting academic quality through accreditation.

CHEA International Quality Group (CIQG):

A CHEA forum to address issues and challenges on quality assurance in an international setting.

International Network for Quality Assurance Agencies in Higher Education (INQAAHE):

A world-wide association of over 200 organisations active in the theory and practice of quality assurance in higher education.

CONFERENCE PARTICIPATION AND PRESENTATIONS

The Executive Director represented CAAM-HP in a number of fora including:

- The Association for International Credential Evaluating Professionals: Paper presented on *Medical Education and Accreditation* in the Caribbean at the Annual Meeting in September 2016, followed by a webinar in March 2017;
- CHEA: Participant at the Annual CHEA Workshop in January 2017;
- Federation of States Medical Boards (FSMB): Participant at the Annual Meeting of the FSMB in April 2017.



CAPACITY BUILDING WORKSHOP

CAAM-HP hosted a very successful and well received Capacity Building Workshop in Barbados, March 19-22, 2017. There were over one hundred (100) participants from twenty-four (24) medical schools in the region. The workshop was designed to provide guidance to schools and strengthen their capacity to prepare for the accreditation process and evaluate themselves against the standards.

The workshop presentations focused on key themes: *Perspectives from International Partners; Professionalising Medical Education; Aspects of the Accreditation Process; Focusing on the Standards and The Standards in Practice.*

Main presenters were:

- **Professor David Gordon, President of the WFME**
A Global Perspective on Medical Education and Accreditation
- **Ms Lisa Cover, Senior Vice-President of the ECFMG**
Update on the 2023 Requirements for Medical School Accreditation
- **Professor Jim McKillop, Honorary Senior Research Fellow, University of Glasgow and General Medical Council member 2008 – 2016**
Professionalising Medical Education and Standards for the Accreditation of Medical Schools in the Caribbean: Interpretation, Application and Assessment
- **Dr Damian Cohall, Senior Lecturer, Faculty of Medical Sciences, UWI Cave Hill**
Feedback from Surveyors



The Executive Director presented on the topic, *CAAM-HP Accreditation Process: Document Preparation* and a panel presentation on *Students' Perspectives on Accreditation* was led by Ms Keitisha Bynoe, University of Guyana, Mrs Kia Lewis, UWI, Cave Hill, Ms Shabeena Ramjohn, University of Guyana, all student representatives of CAAM-HP and Mr Jeremy Salter, a student at Trinity School of Medicine.

One significant objective of the Workshop was to introduce the revised accreditation standards for medicine to the schools, and help them develop a comprehensive understanding of their interpretation, application and assessment. Through

“Having these case studies after the lectures helped everyone... to fine tune their learning and immediately apply what had been learned.”

- Workshop Participant

presentations and group deliberations using case studies, the workshop provided participants with an interactive forum to engage with CAAM-HP and medical education experts. CAAM-HP received very positive feedback on the quality of the presentations and the expertise of the presenters, the value of the group activities and the overall planning and management of the workshop. In addition, participants noted that the workshop provided the opportunity for networking among the schools with some schools planning for future collaborations. The programme and presentations can be accessed on the CAAM-HP website at: <http://www.caam-hp.org/workshop.html>

BARBADOS WORKSHOP 2017













COMMUNICATIONS

CAAM-HP is committed to increasing public awareness of its services and the value of accreditation to stakeholder groups, through its website, newsletters, annual reports and other communication strategies.

The directory of assessed programmes was maintained on the CAAM-HP website. The directory provides information to stakeholders and the general public regarding the accreditation status of programmes.

Phase 1 of the re-design of the CAAM-HP website is underway. The Secretariat has contracted an independent web designer to re-design the website making it more user-friendly. Phase 2 will lead to greater efficiency by facilitating the uploading of documents by the schools.

CAAM-HP also plans to make increased use of technology to hold electronic meetings to facilitate more timely accreditation decisions.

COUNTDOWN TO 2023

The global growth in the number of medical schools has created a market for the provision of accreditation services of varying quality, expertise and level of international recognition.

In order to support a meaningful international system for the accreditation of medical education, in September 2010, the ECFMG announced that “effective in 2023, physicians applying for ECFMG Certification will be required to graduate from a medical school that has been appropriately accredited”. To read the full text of the announcement visit the ECFMG website www.ecfm.org/accreditation.

The Recognition Programme developed by WFME in collaboration with the Foundation for Advancement of International Medical Education and Research (FAIMER) provides an independent process for assuring that the accreditation of medical schools worldwide meets an internationally acceptable standard. Having been the first accrediting body to receive WFME recognition, CAAM-HP values the experience gained through the recognition process. To view the list of recognised accrediting agencies visit the WFME website www.wfme.org/accreditation

With the upcoming 2023 effective date, medical schools should ensure the future viability of their operations by preparing themselves to undergo the CAAM-HP accreditation process which normally takes 12-18 months.

With 2023 approaching, medical schools should ensure the viability of their operations by undergoing the CAAM-HP accreditation process.



CONCLUDING COMMENTS

CAAM-HP had a rewarding year engaging schools in capacity building, providing accreditation services and promoting quality educational programmes in furtherance of its mission.

The Authority made important progress during the year, leading to the approval of the revised standards for medical education and new standards in Nutrition and Dietetics. In addition, revised policies and procedures for *States of Accreditation* and the *Policy and Procedures for Appeal* were also approved. The revised documents are effective as of August 1, 2017.

The Capacity Building Workshop provided an invaluable opportunity for schools to learn more about the accreditation standards and processes and to interact and network with the expert presenters, CAAM-HP and colleague schools to enhance their competencies in preparing for accreditation.

The necessary expansion the Authority's services to meet the growing demand remains a challenge. The inconsistency in the payment of quota contributions by contributing governments has a negative impact on the Authority's ability to plan and implement new initiatives.

Yet, as more schools express an interest in attaining CAAM-HP accreditation, it is an indication of the growing recognition of CAAM-HP as the regional standard in accreditation services in medicine and other health professions.

“It went way beyond expectations... The exercise where we played CAAM-HP reviewers was incredibly valuable.”

“I sincerely appreciated the opportunity to meet new colleagues and network.”

“To meet with CAAM-HP leaders face to face and get information, that helped me in a way nothing else could.”

- Workshop Participants







APPENDIX 1

SIGNATORIES TO THE INTER-GOVERNMENTAL AGREEMENT ESTABLISHING CAAM-HP AS OF END JULY 2017

COUNTRY



ANTIGUA AND BARBUDA



THE BAHAMAS



BARBADOS



BELIZE



DOMINICA



GRENADA



GUYANA



JAMAICA



ST KITTS AND NEVIS



ST LUCIA



ST VINCENT AND
THE GRENADINES



SURINAME



TRINIDAD AND TOBAGO

SIGNATORY & DATE

Hon. Lester B. Bird, Prime Minister
November 13, 2003, Castries, St Lucia

Hon. Perry G. Christie, Prime Minister
March 25, 2004, Basseterre, St Kitts & Nevis

Rt. Hon. Owen S. Arthur, Prime Minister
December 15, 2005, Bridgetown, Barbados

Hon. Said Musa, Prime Minister
November 13, 2003, Castries, St Lucia

Hon. Roosevelt Skerrit, Prime Minister
July 3, 2011, Frigate Bay, St Kitts & Nevis

Dr. the Hon. Keith C. Mitchell, Prime Minister
July 4, 2004, St George's, Grenada

H.E. Mr Bharrat Jagdeo, President
January 16, 2007, Georgetown, Guyana

Most Hon. Percival J. Patterson, Prime Minister
November 13, 2003, Castries, St Lucia

The Hon. Dr. Denzil Douglas, Prime Minister
February 10, 2006, Port-of-Spain, Trinidad & Tobago

The Hon. Dr. Kenny Anthony, Prime Minister
February 26, 2015, Nassau, The Bahamas

Signed the Accession to the Agreement establishing
CAAM-HP
March 19, 2015, Kingstown, St Vincent & the Grenadines

H. E. Mr Rinaldo R. Venetiaan, President
November 13, 2003, Castries, St Lucia

Hon. Patrick Manning, Prime Minister
November 13, 2003, Castries, St Lucia

APPENDIX 2

MEMBERSHIP OF CAAM-HP 2016-2017

Professor Marlene Hamilton

Chair
Professor Emeritus, The University of the
West Indies

Regional Civil Society Representative

Dr Mark Edwards

Vice Chair
Dental Surgeon, Jamaica
Dental School Representative

Professor J Michael Branday

Director of Medical Education,
Faculty of Medical Sciences,
The University of the West Indies, Mona
Campus, Jamaica

Medical School Representative

Dr Peter Bell

Executive Dean, Clinical Sciences,
American University of Antigua

Medical School Representative

Dr Scott Ippolito

Associate Dean of Clinical
Sciences, Ross University School of
Medicine, Dominica

Medical School Representative

Dr Shameer Ali

Director, School of Dentistry,
University of Guyana, Guyana

Dental School Representative

Dr Thaon Jones

Director, School of Dentistry,
The University of the West Indies, Mona
Campus, Jamaica

Dental School Representative

Dr Verrol Simmons

Senior Lecturer, School of Veterinary
Medicine,
The University of the West Indies,
St. Augustine Campus, Trinidad & Tobago

Veterinary School Representative

Professor James McKillop

Honorary Senior Research Fellow,
Faculty of Medicine, University of
Glasgow, Scotland

Extra-regional Representative

Professor Joanna Bates

Scientist, Centre for Health Education
Scholarship, Faculty of Medicine,
University of British Columbia, Canada

Extra-regional Representative



Dr Leonard Surage
President, Caribbean Association of
Medical Councils
Caribbean Association of Medical Councils
Representative

Dr Kenneth George
Chief Medical Officer,
Barbados
Secretary-General's Nominee

Dr David Johnson
Chief Medical Officer, Dominica
Secretary-General's Nominee

Dr George Mitchell
Chief Medical Officer, Grenada
Secretary-General's Nominee

Ms Keitisha Bynoe
University of Guyana, Guyana
Student Representative, Medical School

Ms Kia Lewis
The University of the West Indies, Cave
Hill Campus, Barbados
Student Representative, Medical School

Ms Shabeena Ramjohn
University of Guyana, Guyana
Student Representative, Dental School

Mr Nicoli Rajcoomar
The University of the West Indies, St
Augustine Campus, Trinidad & Tobago
Student Representative, Dental School

Ms Devina Supersad
The University of the
West Indies, St Augustine Campus,
Trinidad & Tobago
Student Representative, Veterinary School

Mrs Lorna Parkins
Executive Director, CAAM-HP
Ex officio member

CAAM-HP recognizes with appreciation the following members, who have completed their term of office, for their commitment to the work of the Authority:

- Dr Shameer Ali
- Professor J Michael Branday
- Ms Keitisha Bynoe
- Ms Kia Lewis
- Ms Shabeena Ramjohn
- Dr Verrol Simmons

APPENDIX 3

CAAM-HP SECRETARIAT STAFF

Mrs Lorna Parkins
Executive Director

Ms Natasha Parkins
Administrator/Researcher

Ms Sheikera Watson
Senior Administrative Assistant

Ms Simone Augier
Senior Programme Officer

Ms Krystal Waugh
Accounting Officer



APPENDIX 4

ACCREDITATION STATUS OF ASSESSED PROGRAMMES AS OF END JULY 2017

ACCREDITED SCHOOLS

SCHOOL	ACCREDITATION STATUS	NEXT SURVEY VISIT
MEDICAL SCHOOLS		
American University of Antigua College of Medicine, Antigua & Barbuda	Accredited with conditions for 3 years 2014-2017	2017
Ross University School of Medicine, Dominica	Accredited with conditions for 4 years 2014-2018	2018
Saint James School of Medicine, Anguilla and St Vincent & the Grenadines	Accreditation decision deferred	
Spartan Health Sciences University School of Medicine, St Lucia	Provisional Accreditation extended for 2 years 2016-2018	2018
St. George's University School of Medicine, Grenada	Accredited with conditions for 4 years 2015-2019	2019
The University of the West Indies Schools of Medicine, Mona, Jamaica; St Augustine, Trinidad & Tobago; Cave Hill, Barbados; Nassau, The Bahamas	Accredited with conditions for 2 years 2016-2018 Extended for 1 year to 2019	2019
Trinity School of Medicine, St Vincent & The Grenadines	Accreditation with conditions for 2 years 2017-2019	2019
University of Guyana School of Medicine, Guyana	Accreditation with conditions for 4 years 2017-2021	2021
Xavier University of School of Medicine, Aruba	Provisional Accreditation for 2 years 2016-2018	2018
VETERINARY SCHOOLS		
The University of the West Indies School of Veterinary Medicine, St Augustine, Trinidad & Tobago	Accredited with conditions for 4 years 2016-2020	2020

ACCREDITED SCHOOLS

SCHOOL	ACCREDITATION STATUS	NEXT SURVEY VISIT
DENTAL SCHOOLS		
The University of the West Indies School of Dentistry, Mona, Jamaica	Accreditation with conditions for 2 years 2017-2019	2019
The University of the West Indies School of Dentistry, St Augustine, Trinidad & Tobago	Accreditation on Probation extended for 2 years, 2016-2018	2018

ACCREDITATION WITHDRAWN/NOT ACCREDITED

SCHOOL	ACCREDITATION STATUS
MEDICAL SCHOOLS	
All American Institute of Medical Sciences, Black River, Jamaica	Initial Provisional Accreditation Withdrawn 2016
All Saints University: School of Medicine, Dominica and College of Medicine, St Vincent & the Grenadines	Not accredited 2017
Avalon University School of Medicine, Curacao	Not accredited 2016
British International University, Montserrat	Accreditation Withdrawn 2009
Global University Schools of Medicine and Public Health, Turks & Caicos Island	Initial Provisional Accreditation Withdrawn 2015
International American University College of Medicine, St Lucia	Not accredited 2015
University of Science, Arts and Technology, Montserrat	Not accredited 2012
Vanguard University School of Medicine, Montserrat	Initial Provisional Accreditation Withdrawn 2015
Windsor University School of Medicine, St Kitts	Not accredited 2017



APPENDIX 5

ACCREDITATION DECISIONS 2016-2017

All Saints University: School of Medicine, Dominica and College of Medicine, St Vincent and the Grenadines

Not Accredited

July 2017 Determination: Not Accredited

A visit was paid to All Saints University's campuses and clinical affiliates in Dominica and St Vincent & the Grenadines, from June 4-6 and June 8-9, 2017, respectively. This was the first CAAM-HP accreditation exercise for All Saints.

The CAAM-HP at its meeting held July 21-22, 2017 considered and accepted the site visit report of the *ad hoc* assessment team comprising:

- Professor J Michael Branday (Team Chair)
- Dr Ronald A Aaron (Team Secretary)
- Dr Elaine Williams

Decision: Having reviewed the site visit reports for All Saints University School of Medicine, Dominica and All Saints University College of Medicine, St Vincent & the Grenadines, the Authority took the decision that All Saints should be assessed as one medical school with two (2) campuses. The Authority noted the strengths of the programme in some areas. However, given the areas of concern, the Authority decided that it was unable to accredit the programme at that time.

American University of Antigua College of Medicine, Antigua & Barbuda
Accredited with Conditions, 2014-2017

July 2017 Update

The CAAM-HP at its meeting held July 20-22, 2017 considered and accepted the April 2017 progress report and awaits the accreditation documents in preparation for the full site visit in October 2017.

Ross University School of Medicine, Dominica
Accredited with Conditions, 2014-2018

July 2017 Update

The CAAM-HP at its meeting held July 20-22, 2017 considered and accepted the progress report, noting that some issues had not been satisfactorily addressed including an analysis of attrition rates and the quality assurance of the elective rotations. The Authority noted that the next full site visit is due in 2018.

Saint James School of Medicine, Anguilla and St Vincent and the Grenadines **Accreditation Decision Deferred**

July 2017 Determination: Accreditation Decision Deferred

The CAAM-HP at its meeting held July 20-22, 2017 considered and accepted the site visit report of the *ad hoc* assessment team comprising:

- Professor J Michael Branday (Team Chair)
- Dr Ronald A Aaron (Team Secretary)
- Dr Elaine Williams

The Authority noted the update from Saint James School of Medicine confirming that it was a single school with two (2) campuses in Anguilla and St Vincent & the Grenadines.

Decision: In light of this, the Authority decided to defer the decision with respect to the campus in St Vincent in order to assess both campuses as a single entity.

Saint James School of Medicine was asked to submit a detailed progress report for the period 2016 - 2017 covering developments at the Anguilla campus by November 30, 2017.

The 2016 progress report detailed the good efforts being made to address the issues highlighted in CAAM-HP's letter and the site visit report. There were, however, some areas that were in transition, therefore the impact of the activities could not be determined.

Spartan Health Sciences University School of Medicine, St Lucia **Provisional Accreditation extended, 2016-2018**

July 2017 Update

The 2017 progress report from Spartan Health Sciences University School of Medicine was presented to the CAAM-HP at its meeting held July 20-22, 2017. The Authority considered and accepted the report.

The meeting noted that there were a number of issues that the school indicated had been addressed but did not provide any supporting documentation. In addition, the management of the clerkships at The University of the West Indies remained a challenge. The Authority noted that the next full site visit is due in 2018.

St George's University School of Medicine, Grenada **Accredited with Conditions, 2015-2019**

July 2017 Update

The June 2017 progress report from St George's University School of Medicine was presented to the CAAM-HP at its meeting held July 20-22, 2017. The Authority considered and accepted the report.

While the Authority noted the efforts made to address issues identified in the site visit report, significant concerns remain with respect to reliable methods of assessment. The Authority also remains concerned about the variability in pre-clinical phase between Grenada and Northumbria as well as the variability in clinical education across the large number of sites.



The University of the West Indies Schools of Medicine Mona Campus, Jamaica; St Augustine Campus, Trinidad & Tobago; Cave Hill Campus, Barbados; Nassau, The Bahamas

Accredited with conditions, Extended 1 year to 2019

July 2017 Determination: Accredited with conditions, Extended 1 year to 2019

The 2017 progress report from the UWI School of Medicine was presented to the CAAM-HP at its meeting held July 20-22, 2017. The Authority considered and accepted the progress report noting the significant progress made in addressing the concerns identified in the 2016 site visit report and commending the work of the Compliance Committee and its working groups.

Decision: In light of the progress made, the Authority agreed to extend Accreditation with Conditions for one (1) year until 2019.

Trinity School of Medicine, St Vincent and the Grenadines

Accredited with conditions for 2 years, 2017-2019

July 2017 Determination: Accredited with conditions for 2 years 2017-2019

A visit was paid to Trinity School of Medicine's campus in St Vincent & the Grenadines and clinical affiliates in Baltimore, April 2-8, 2017. This was the school's second accreditation exercise carried out by CAAM-HP.

The CAAM-HP at its meeting held July 20-22, 2017 considered and accepted the site visit report of the *ad hoc* assessment team comprising:

- Professor Russell Pierre (Team Chair)
- Dr Damian Cohall (Team Secretary)
- Professor Sheik Hassan
- Professor Penny Hansen

Decision: In light of the issues flagged in the site visit report, the Authority accorded Accreditation with conditions for two (2) years from 2017 to 2019. The Authority noted the improvements made since the last site visit and drew attention to a number of weaknesses in the management of the curriculum which need to be addressed.

University of Guyana School of Medicine, Guyana

Accredited with conditions for 4 years, 2017-2021

July 2017 Determination: Accredited with conditions for 4 years 2017-2021

A visit was paid to the University of Guyana's campus and clinical site from November 20-23, 2016. This was the third CAAM-HP exercise for the school.

The CAAM-HP at its meeting held July 20-22, 2017 considered and accepted the site visit report of the *ad hoc* assessment team comprising:

- Professor Christopher Stephens (Team Chair)
- Professor Jonas Addae (Team Secretary)
- Professor Trevor McCartney

Decision: In light of the issues flagged in the site visit report, the Authority accorded Accreditation with Conditions for four (4) years from 2017 - 2021. The Authority commended the school for the progress which had been made in addressing weaknesses and noted areas of concern which need further attention.

Windsor University School of Medicine, St Kitts and Nevis

Not Accredited

July 2017 Determination: Not Accredited

A visit was paid to Windsor University School of Medicine's campus in St Kitts and clinical affiliates in Chicago, September 19-24, 2016. This was the school's second accreditation exercise carried out by CAAM-HP.

The CAAM-HP at its meeting held July 20-22, 2017 considered and accepted the site visit report of the *ad hoc* assessment team comprising:

- Professor Paul O'Neill (Team Chair & Secretary)
- Professor Sharon Peters
- Professor Minerva Thame
- Dr O Peter Adams

Decision: The Authority noted the good progress made in addressing the concerns identified in the 2014 site visit report and commended the use of the site visit report as the basis for the strategic plan. However, given that the programme was in transition in some critical areas, the Authority decided that it was unable to accredit the programme at that time.

Xavier University School of Medicine, Aruba

Provisional Accreditation extended, 2016-2018

July 2017 Update

The 2017 progress report was presented to the CAAM-HP at its meeting held July 20-22, 2017. The Authority considered and accepted the progress report noting the improvements being made, but emphasized the need for supporting documentation. The Authority noted that the next full site visit is due in 2018.

The University of the West Indies School of Veterinary Medicine, St Augustine Campus, Trinidad & Tobago

Accredited with Conditions, 2016-2020

July 2017 Update

The 2017 progress report from the UWI School of Veterinary Medicine was presented to the CAAM-HP at its meeting held July 20-22, 2017. The Authority considered and accepted the progress report noting the strong efforts being made to address the issues outlined in the 2016 site visit report. However, the meeting raised the matter of the urgent need to address outstanding issues relating to the management of the Veterinary Teaching Hospital and the provision of adequate study space and common areas for students. The meeting also expressed concern with respect to the number of vacant posts at a senior level and the impact of the budget cuts on the operations of the school.



The University of the West Indies School of Dentistry, Mona Campus, Jamaica
Accreditation with conditions for 2 years, 2017-2019

July 2017 Determination: Accreditation with conditions for 2 years, 2017-2019

The CAAM-HP considered and accepted the 2017 progress report from the UWI Mona Dentistry Programme which was presented at its meeting held July 20-22, 2017. CAAM-HP noted the marked progress made in addressing the concerns with respect to governance, budgetary arrangements, admissions processes and student representation.

Decision: In light of the progress made, the Authority agreed to accord Accreditation with Conditions for two (2) years 2017 - 2019. The Authority looks forward to receiving the annual progress report in 2018.

The University of the West Indies School of Dentistry, St Augustine Campus, Trinidad & Tobago

Accreditation on Probation extended, 2016-2018

July 2017 Update:

The 2017 progress report from the UWI School of Dentistry, St Augustine was presented to the CAAM-HP at its meeting held July 20-22, 2017. The Authority considered and accepted the progress report noting the strong progress being made in areas of the management structure of the school, infrastructural developments and the refurbishment of the Polyclinic. The Authority noted that the next full accreditation visit is due in 2018.

APPENDIX 6

VISITING TEAMS 2016-2017

Windsor University School of Medicine, St Kitts and Nevis
September 19-24, 2016

Team Chair & Secretary:

Professor Paul O'Neill

BSc, MB ChB, FRCP (Lond), MD, FAcadMed, FHEA; Professor of Medical Education & Honorary Consultant Physician, University of Manchester, UK

Team Member:

Dr O Peter Adams

BSc (Lond), MB BS, MSc, DM Family Medicine (UWI); Dean, Faculty of Medical Sciences, The University of the West Indies, Cave Hill Campus, Barbados

Team Member:

Professor Sharon Peters

MD, MPH, FRCPC; Dr Ian Rusted Professor in Medical Education, Faculty of Medicine, Memorial University of Newfoundland, Canada

Team Member:

Professor Minerva Thame

MB BS, DM Paediatrics, PhD (UWI); Professor of Perinatal and Paediatric Medicine, Head of the Department of Child and Adolescent Health and Deputy Dean for Graduate Studies, Faculty of Medical Sciences, The University of the West Indies, Mona Campus, Jamaica

University of Guyana School of Medicine, Guyana
November 20-23, 2016

Team Chair:

Professor Christopher Stephens

MB BS (Lond), MBA, MEd (OU), FRCGP, FHEA, FCMI, FAcadMed; Emeritus Professor of Medical Education, Faculty of Medicine, University of Southampton, UK

Team Secretary:

Professor Jonas Addae

MB ChB (Legon), PhD (Lond) MBA (Henley); Professor of Human Physiology, Former Head of Preclinical Sciences Department and former Deputy Dean, Faculty of Medical Sciences, The University of the West Indies, St Augustine Campus, Trinidad & Tobago



Team Member:

Professor Trevor McCartney

MB BS (UWI), FRCS (Ed), DM Surgery (UWI), FACS, FCCS; Professor of Surgery and Deputy Dean, Faculty of Medical Sciences, The University of the West Indies, Mona Campus, Jamaica; Former Medical Chief of Staff, University Hospital of the West Indies, Jamaica

Trinity School of Medicine, St Vincent and the Grenadines

April 2-8, 2017

Team Chair:

Professor Russell Pierre

MB BS, DCH, DM Paediatrics, MPH (UWI); Professor of Paediatrics; Deputy Dean, Faculty of Medical Sciences, The University of the West Indies, Mona Campus, Jamaica

Team Secretary:

Dr Damian Cohall

BSc, PhD (UWI); Senior Lecturer in Pharmacology, Faculty of Medical Sciences, The University of the West Indies, Cave Hill Campus, Barbados

Team Member:

Professor Sheik N Hassan

MD (Howard), FCCP; Retired Vice Dean and Associate Professor of Medicine, Howard University College of Medicine, Washington, DC, USA

Team Member:

Professor Penelope Hansen

BSc, MSc (Akron), PhD (Memorial), FAPS; Emeritus Professor of Physiology, Faculty of Medicine, Memorial University of Newfoundland, Canada

Instituto Tecnológico de Santo Domingo, Dominican Republic

May 19-26, 2017

Team Chair:

Professor Bertha Garcia

MD (Cayetano Heredia), MEd (OISE), FRCPC; Vice Dean, Education and Professor of Pathology, Schulich School of Medicine & Dentistry, University of Western Ontario and University Hospital, London, Canada

Team Secretary:

Professor Roberto Mendoza

MD, MS (Pontificia Universidad), FCCMG, FRCPC; Associate Professor of Paediatrics and Molecular Genetics, Faculty of Medicine, University of Toronto, and The Hospital for Sick Children, Canada

Team Member:

Dr Juan C Guzman

MD (Universidad Industrial de Santander), MSc (McMaster), FRCPC; Assistant Professor of Medicine, Faculty of Health Sciences, McMaster University, and Hamilton General Hospital, Canada

Team Member:

Dr Ricardo León Bórquez

MD, MS (UAG), MSA (Central Michigan); Professor, Universidad Autónoma de Guadalajara (UAG) School of Medicine, President of the Pan-American Federation of Associations of Medical Schools (PAFAMS) and President of the Mexican Association of Schools and Faculties of Medicine, Mexico

All Saints University: School of Medicine, Dominica and College of Medicine, St. Vincent and the Grenadines

June 4-6, 2017 and June 8-9, 2017

Team Chair:

Professor J Michael Branday

MB BS, MSc (UWI), FRCS (Ed), FACS, FRCP; Director of Medical Education, Faculty of Medical Sciences, The University of the West Indies, Mona Campus, Jamaica

Team Secretary:

Dr Ronald A Aaron

MD (PVNMMU); Director, School of Medicine, University of Guyana

Team Member:

Dr Elaine Williams

MB BS (UWI), MSc (Immunology Research Center), DM Pathology (UWI); Senior Lecturer in Anatomical Pathology, Faculty of Medical Sciences, The University of the West Indies, Mona Campus, Jamaica and Consultant Pathologist at the University Hospital of the West Indies, Jamaica

St James School of Medicine, St Vincent and the Grenadines

June 7, 2017

Team Chair:

Professor J Michael Branday

MB BS, MSc (UWI), FRCS (Ed), FACS, FRCP; Director of Medical Education, Faculty of Medical Sciences, The University of the West Indies, Mona Campus, Jamaica

Team Secretary:

Dr Ronald A Aaron

MD (PVNMMU); Director, School of Medicine, University of Guyana

Team Member:

Dr Elaine Williams

MB BS (UWI), MSc (Immunology Research Center), DM Pathology (UWI); Senior Lecturer in Anatomical Pathology, Faculty of Medical Sciences, The University of the West Indies, Mona Campus, Jamaica and Consultant Pathologist at the University Hospital of the West Indies, Jamaica





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