

DRAFT CANMEDS 2025 Francophone Expert Group

Project background

The CanMEDS Framework is a major Canadian educational resource that is used across the continuum of medical education in Canada. To remain contemporary, the CanMEDs Framework undergoes modifications approximately every 10 years. Since these updates have impacts across the health care and medical education system, CanMEDS 2025 updates will be conducted under the format of a multi-institutional/organizational project that is co-sponsored by the the Royal College of Physicians and Surgeons of Canada (Royal College), Association of Faculties of Medicine of Canada (AFMC), Collège de Médecins de Québec (CMQ) and College of Family Physicians of Canada (CFPC).

Roles and responsibilities

The CanMEDS 2025 Francophone Expert Group members contribute to the development of a French version of the CanMEDS 2025 Framework. In some cases, this will include membership on a Role-based EWG.

The Francophone Expert Group reports to the CanMEDS Integration Committee, which will synthesize the contributions from the various Expert Working Groups (EWG) into a coherent version of the CanMEDS 2025 Framework.

Composition/membership

The CanMEDS 2025 Steering Committee aims to develop a framework of competencies that will be used by the diverse community of people who set education and practice standards and who provide quality care to patients. As much as possible, representation on an EWG is designed to facilitate inclusion and involve individuals with varying perspectives and expertise.

The Francophone Expert Group is made up of approximately 12 members some of whom are appointed/selected by the Steering Committee and others who respond to a recall for nominations.

The Francophone Expert Group consists of the following members:

Co-chairs - The co-chairs facilitate the activity of the group and ensures that work progresses as per the project timelines outlined. The co-chairs of the Francophone Expert Group are likely to be the primary authors for any reports that the group generates.

The Francophone Expert Group members will be organized into two groups:

- **Core members** are appointed to the Francophone Expert Group. Their role is to review the French version of the framework provided by the Royal College's translation team and to recommend strategic changes to ensure the French version of the framework reflects the current discourse and context of medical education and practice for Francophone stakeholders. In some cases, members may recommend changes for approval by the Integration Committee that could also impact the English framework. Translation representatives from the AFMC, CFPC, CMQ and RC will be core members.

- **Dual-role members** are appointed to both the Francophone Expert Group *and* to a Role-specific EWG. Given their cross-appointment to an EWG, which functions primarily in English, these individuals must be comfortable contributing to EWG discussions and work in English. Although, where possible, some support may be available. Their role is to:
 - contribute to the work of the Role-specific EWG with a special consideration to unique Francophone cultural and language perspectives that might help to shape the changes made to the role, and
 - review the French translation of the framework and to recommend strategic changes to ensure the French Framework reflects the current discourse and context of medical education and practice for our Francophone stakeholders.

Meetings and commitment

Time commitment will vary over the course of the CanMEDS 2025 project. The Francophone Expert Group is expected to meet prior to the activation of the Role-specific EWGs for an orientation. Following that the group will meet periodically and likely only when there are translated documents to review. When there are translations to review, the group is likely to meet 1-2 times per month for periods of 3-4 months at a time (approximately 3 times). During this timeframe, there may be a need for small teams to meet in between FEG meetings to work on specific, smaller tasks.

The bulk of the work of the FEG will be in 2025 when the final version of the French framework requires a through review.

Note: The Francophone Expert Group members with a dual role will have additional time commitments stemming for their involvement on the Role-specific EWG.

Decision making is done by consensus. Quorum consists of 50% of members being present with at least one EWG chair being present. All members are voting members.

Term of office

Francophone Expert Group members will have an extended term aligned with the development of the French version of the CanMEDS 2025 Framework.

Support

- Meeting and administrative support is provided by a designated EWG project coordinator who will handle all administrative and logistical arrangements for the group (i.e. arranging meeting dates, note-taking, etc.). Meeting materials and notes are distributed in advance of each meeting. Translation representatives from the AFMC, CFPC, CMQ and RC are also considered as key members of the support team.

Recognition

All core and dual-role members will be acknowledged as members in the French Expert Group.

All dual-role FEG members will also be acknowledged as authors in any official report/deliverable associated with their work on CanMEDS 2025.