

**UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Via Zoom
December 9, 2022**

Meeting Minutes

Topic	Discussion	Action/Resolution	ACGME Requirement
1) Call to order	The meeting was called to order at 4:00PM.	A motion was made to approve the consent agenda. The full committee approved the motion.	N/A
2) Review of Minutes	a. Approval of November 8, 2022 GMEC meeting minutes.	2 a) Approved via consent agenda	I.B.3.b)
3) Announcements			I.B.3.b)
4) Stipends and position allocation review and recommendations			I.B.4.b).(3)
5) Communication with GMEC	<p>a. Proposed 2023 New Resident Orientation dates for eastern ND programs:</p> <ul style="list-style-type: none"> i. M, 6/19/23: ACLS ii. T, 6/20/23: UND Orientation iii. W-F, 6/21-6/23/23: Sanford Orientation iv. M, 6/26/23: Program-specific orientation starts <p>b. Reminder that there is a designated Microsoft Teams group housed out of the UND SMHS Administration and Finance (A&F) Office for GME Program Coordinators/Administrators to use. It is an excellent tool for Program Coordinators to ask A&F related questions and access A&F resources.</p>		

	c. Ashley Anderson, Administrative Secretary in GME, is resigning. Her last day will be on January 6, 2023.		
6) Resident duty hours	a. MedHub Duty Hours Institutional Summaries: 10/1/2022-10/31/2022 for all programs except FM Fargo, Internal Medicine, and Transitional Year, which are 10/3/2022-10/30/2022; FM Minot and FM Williston, which are 9/26/2022-10/23/2022; and FM Bismarck, which is 9/19/2022-10/16/2022. (See Attachment 2)	6 a) Approved via consent agenda	III.B.5.a).(1)
7) Quality of GME Learning and Working Environment	a. 2021-2022 reports received from Dr. Theige, GMEC Patient Safety Officer for Sanford, Fargo and Sanford, Bismarck; Dr. Hostetter for Center for Family Medicine-Bismarck and West River Health Services-Hettinger; and, Dr. Sandroni for Center for Family Medicine-Minot (See Attachment 3). b. Check in with resident/fellow committee members – No concerns expressed by residents. Dr. Nelson asked a question about the resident forum – The forum directly follows the GMEC meeting. Dr. Theige suggested the resident members of the GMEC promote the resident forum to the residents within their respective programs.	7a) Approved via consent agenda	I.B.4.a).(2)
8) Curriculum and Evaluation			I.B.4.a).(4)
9) Oversight of program accreditation: Review of accreditation letters, monitoring of action plans for correction of citations and areas of noncompliance.	a. 11/9/2022 Pediatrics ACGME LON – Initial accreditation effective 7/1/2023 (See Attachment 4).	9a) Approved via consent agenda	I.B.4.a).(1)

10) Institutional Accreditation			I.A.3.
11) Annual Institutional Review			I.B.5.
12) Oversight of programs changes			I.B.4.b)(4)-(9)
13) Establishment of Policy and Procedures	<p>a. Routine Annual Review of Policies:</p> <ul style="list-style-type: none"> i) Moonlighting Policy (See Attachment 5) – The moonlighting policy was reviewed last year. Dr. Becker reviewed the policy with the committee. No concerns with the policy were noted. ii) Social Media Policy for All Residents/Fellows (See Attachment 6) – Dr. Becker reviewed the Social Media policy. Dr. Hostetter reminded residents to review the community hospital’s policy on social media. No concerns noted. iii) Professional Expectations Policy for All Residents/Fellows (See Attachment 7) - Dr. Becker reviewed the policy with the committee. No concerns noted. iv) GMEC Procedures for Exceptions in Resident/Fellow Duty Hours (See Attachment 8) - Dr. Becker reviewed the policy with the committee. No concerns noted. 		I.B.4.b).(1)
14) Oversight of reductions and closures			IV.O.
15) Vendor interactions			IV.L.
Adjournment	The meeting closed at approximately 4:37.		
Future meeting schedules	The next meeting will be in February 2022.		

Minutes taken by Kristi Hofer, GME

2022-2023		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
Graduate Medical Education Committee															
**Need 12 votes for majority (one resident vote of those required)															
Voting Members - Fargo/or Grand Forks sites															
Kim Becker, DIO	DIO, Committee Chair		X		X	X	X								
David Theige, MD	Quality Improvement/Safety Officer Sanford				X		X								
Jennifer Raum, MD, Internal Medicine	Program Director		X		X	X	X								
Robert Olson, MD, Psychiatry	Program Director		X		X	X	X								
Neville Alberto, MD, Transitional Year	Program Director		X		X	X									
Stefan Johnson, MD, Surgery	Program Director		X			X	X								
Bruce Piatt, MD, Orthopedics	Program Director		X		X										
Lindsey Dahl, MD, Geriatrics	Program Director		X			X									
Matthew Tinguely, MD, Hematology Oncology fellowship	Program Director	No meeting this month	X		X	X	X	No meeting this month		No meeting this month		No meeting this month			
Lara Lunde, MD, Fargo FM	Program Director		X		X										
Jau-Shin Lou, MD, Neurology	Program Director		X		X	X									
Nikitha Sathish Kumar, MD, Internal Medicine	Resident member														
Logan Schmaltz, MD, Internal Medicine	Alternate representative														
Trisha Nelson, MD, Psychiatry	Resident member		X			X	X	X							
Amanda Stadem (Byers), MD, Psychiatry	Alternate Resident member		X			X	X								
Joyce Jimenez Zambrano, MD, Neurology	Alternate Resident member		X			X		X							
Praneeth Thadi, MD, Neurology	Resident member						X								
Dana Nielsen, MD, General Surgery	Resident member		X			X	X	X							
Conor Roche, MD, General Surgery	Alternate Resident member														
Mark Wiche, MD, Transitional Year	Alternate Resident member		X				X								
Austin Promersberger, MD, Transitional Year	Resident member	X				X									
Christopher Grenz, MD, Fargo FMED	Resident member				X	X									
Heather Bruggeman, ME, Fargo FMED	Alternate Resident member	X					X								

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Cornelius Dyke, MD, Surgery	Chair, Surgery												
Lisa Schock, MD, Psychiatry	Assistant PD, Psychiatry					X							