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

Meeting Minutes

	Торіс	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	 a. Proposed 2023 New Resident Orientation dates for eastern ND programs: M, 6/19/23: ACLS T, 6/20/23: UND Orientation W-F, 6/21-6/23/23: Sanford Orientation W-F, 6/26/23: Program-specific orientation starts 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. 		

6) Resident duty hours	 c. Ashley Anderson, Administrative Secretary in GME, is resigning. Her last day will be on January 6, 2023. 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	 a. Routine Annual Review of Policies: 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

2022-20	23	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Graduate Medical Education Committee													
**Need 12 votes for majority (one re	esident vote of those required)												
Voting Members - Fargo/or Grand Fo	Voting Members - Fargo/or Grand Forks sites												
Kim Becker, DIO	DIO, Committee Chair		Х		X	Х	Х						
David Theige, MD	Quality Improvement/Safety Officer Sanford				х		Х						
Jennifer Raum, MD, Internal Medicine	Program Director		Х		Х	Х	Х						
Robert Olson, MD, Psychiatry	Program Director		Х		х	Х	Х						
Neville Alberto, MD, Transitional Year	Program Director		Х		х	Х							
Stefan Johnson, MD, Surgery	Program Director		Х			Х	Х						
Bruce Piatt, MD, Orthopedics	Program Director		Х		х								
Lindsey Dahl, MD, Geriatrics	Program Director		Х			Х							
Matthew Tinguely, MD, Hematology Oncology fellowship	Program Director	No m	х	No meeting this	х	Х	х	No me		No m		No m	
Lara Lunde, MD, Fargo FM	Program Director	meeting	х	neetir	x			meeting		meeting		meeting	
Jau-Shin Lou, MD, Neurology	Program Director	ון bu	Х	וו פו	X	X		g this					
Nikitha Sathish Kumar, MD, Internal Medicine	Resident member	this mo		nis mo				s month		this mo		this mo	
Logan Schmaltz, MD, Internal Medicine	Alternate representative	month		month				nth		month		month	
Trisha Nelson, MD, Psychiatry	Resident member		Х		X	X	Х						
Amanda Stadem (Byers), MD, Psychiatry	Alternate Resident member		Х		x	X							
Joyce Jimenez Zambrano, MD, Neurology	Alternate Resident member		Х		Х		Х						
Praneeth Thadi, MD, Neurology	Resident member					Х							
Dana Nielsen, MD, General Surgery	Resident member		Х		х	Х	Х						
Conor Roche, MD, General Surgery	Alternate Resident member												
Mark Wiche, MD, Transitional Year	Alternate Resident member		Х			X							
Austin Promersberger, MD, Transitional Year	Resident member		х			х							
Christopher Grenz, MD, Fargo FMED	Resident member				Х	Х							
Heather Bruggeman, ME, Fargo FMED	Alternate Resident member		Х				Х						

2022-20	23	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Vanessa Richardson, MD, Orthopedics	Resident member		Х										
Kelly McKnight, MD, Orthopedics	Alternate Resident member												
Daniela Kin, MD, Geriatrics fellow	Fellow member												
Sahin Coban, MD, Geriatrics fellow	Alternate Fellow member												
Haritha Mopuru, MD, Heme/Onc	Fellow member												
Julia Parish, MD, Heme/Onc	Alternate Fellow member						Х						
Voting Membe	rs - Minot												
Peter Sandroni, MD, FMED	Program Director		Х		Х	Х							
Daniel Myles, MD, Minot FMED	Resident member					Х							
Sugandha Nagarajan, MD, Minot	Alternate Resident member												
Voting Members	- Williston												
Peter Sandroni, MD, FMED	Program Director		Х		Х	Х							
Amarjot Mann, MD, Williston RTT	Resident member												
Hamza Mir, MD, Williston RTT	Alternate Resident member												
Voting Members	- Bismarck												
Jeff Hostetter, MD, FMED	Program Director		Х		Х	Х	Х						
Sadaf Javaid-Kayani, MD, FMED Bismarck	Resident member		Х			х							
Monika Pothamsetti, MD, FMED Bismarck	Alternate Resident member		Х			Х	Х						
Voting Members	- Hettinger	_											
Jeff Hostetter, MD, FMED	Program Director		Х		Х	Х	Χ						
Andrew Dockter, MD, FMED	Resident representative	_				Χ	Χ						
Marshall Henderson, MD, FM	Alternate Resident member	_	Х		Х								
Advisory Me	embers												
* (Assoc/Asst PD become voting when PD is Absent)													
Marc Basson, MD, PhD, MBA	Senior Assoc. Dean of Medicine & Research				x								
Cathy Houle, MD, FMED	Site Director Hettinger				Х								
Hailey Schepp, MPA	Sanford Health representative												

2022-2	023	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Paul Mariani, MD, VA Medical Center	Designated Educational Official VA GMEC Appointee												
Curtis Small, MD, Site Director, FMED Rural	CHI St. Alexius Health, Williston GMEC Appointee												
Tonya Murphy, Surgery Residency	Program Coordinator		Х		Х	X	Х						
Carla Mosser, Internal Medicine	Manager		Х		Х	Х	Х						
Karen Rude, FMED Minot	Program Coordinator (Minot)					X	Χ						
Beth Ambrosio, Internal Medicine	Program Coordinator		Х		Х	Х							
Ashley Jochim, Transitional Year	Program Coordinator		Х		Х	Х	Х						
Scott McNamee, Psychiatry	Manager and PC		Х			X	Х						
Cecilia Hospidales, FMED Fargo	Program Coordinator (Fargo)		Х		Х	Х							
Sara King, Orthopedics	Program Coordinator (Fargo)		Х		Х	Х	Х						
Tammy Hruby, FMED Hettinger	Site Coordinator (Hettinger)		Х										
Kesha Prado	Program Coordinator (Bismarck)												
Sarah Hammer, FMED Williston	Site Coordinator (Williston)												
Meghan Jeanotte, Geriatrics	Assistant (GF)												
Gunjan Manocha, Geriatrics Fargo	Program Coordinator (GF)												
Lisa Jorissen, Neurology	Program Coordinator		Х		Х	Х	Х						
Andrea Ludwig, HemOnc	Program Coordinator, Hem/Onc fellowship		Х		x	x	Х						
Ashley Anderson	Program Coordinator GME & Neurology		X		x	Х	X						
Kristi Hofer, GME Office	Admin Officer, GME & SE Campus		Х		Х		Х						
Guests													
Dinesh Bande, MD, IMed	Chair, Internal Medicine		Х										
Susan Zelewski, MD, NW Campus	Campus Dean, Clinical Curriculum		Х		Х	Х	Х						
David Schmitz, MD, FMED	Chair, FMED		Х		Х		Χ						
Kayla Burchill, MD, Surgery	Assistant PD, Surgery		Х										
Mentor Ahmeti, MD, Surgery	Assistant PD, Surgery				Х	Х							
Chris Tiongson, MD, Pediatrics	Pediatric Residency PD (pending submission/approval)				х	Х	Х						
Sarah Julsrud, Pediatrics	Program Coordinator (pending submission/approval)		X		Х	Х	Х						
Erica Johnson	Director, Health Sciences Library		Х		X								

2022-2023		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cornelius Dyke, MD, Surgery	Chair, Surgery												
Lisa Schock, MD, Psychiatry	Assistant PD, Psychiatry					X							