UND School of Medicine & Health Sciences Graduate Medical Education Committee Via Zoom

February 14, 2023

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 (Hostetter/Sandroni)	Motion to approve consent agenda (Hostetter/Sandroni). The motion was passed by the full committee.	N/A
2)	Review of Minutes	a. Approval of GMEC meeting minutes.	2 a) The meeting minutes of December 13, 2022 were approved via consent agenda	I.B.3.b)
3)	Announcements		V	I.B.3.b)
4)	Stipends and position allocation review and recommendations	 a. Guest Presenter: Namil Choi – Associate Dean for Admin & Finance/COO. See 5a. Mr. Choi reviewed a PowerPoint presentation with proposed 23/24 resident stipends and benefits. 	A motion was made to approve the recommendation as presented by Mr. Choi if approved by the legislature. (Hostetter/Theige). The motion was not approved during the meeting because of a lack of quorum. The presentation was sent for e-vote the following day with an amendment to approve the proposed stipends, as	I.B.4.b).(3)

			presented at the meeting. The motion was approved by the majority of the voting members.	
5)	Communication with GMEC	 a. 2023-2024 Resident/Fellow contract (See Attachments 7A and 7B) – Stipends have not been finalized. You may send out the contracts with current year stipends or you may wait and send out with approved stipends for this academic year. Dr. Becker reviewed all the suggested changes for the new academic year contract for residents and fellows. b. Reminder to follow procedure to request approval for graduation ceremonies that was outlined in email dated 1/26/23 from Kim Becker to PD's and Program Coordinators. 		
6)	Resident duty hours	a. MedHub Duty Hours Institutional Summaries: 11/1/2022-11/31/2022 for all programs except FM Fargo, Internal Medicine, and Transitional Year, which are 10/31/2022-11/27/2022; FM Minot and FM Williston, which are 10/24/2022-11/20/2022; and FM Bismarck, which is 10/17/2022-11/13/2022. (See Attachment 2)	Approved via consent agenda	III.B.5.a).(1)
7)	Quality of GME Learning and Working Environment	 b. Request from Resident Forum: Move Resident Forums from occurring after GMEC meetings to the first Wednesday of each month at 6:00pm via Zoom The residents have asked to move the resident forum to the first Wednesday of each month at 6:00PM via zoom. The residents will oversee the meeting will notify their colleagues of the meetings. The residents will set up the zoom link. The GME office will receive a copy of the link and will forward the yearly schedule with a copy of the link. c. 2020-2021 ACGME Resident Survey item that met the threshold for GMEC review: Satisfied with process for dealing confidentially with problems and concerns. (See Attachment 4) - Dr. Becker reviewed question with the committee. Dr. Alberto's program and Dr. Piatt's program both received 100 percent on this survey point. Dr. Alberto reviewed what he does with the Transitional Year residents. 		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	 a. Monitoring of 4/8/22 ACGME LON Surgery – Dr. Johnson (See Attachment 10) – Deferred to the next meeting b. Monitoring of 6/22/22 FM-Minot Special Review – Dr. Sandroni (See Attachments 11 and 12) – Deferred to the next meeting c. Monitoring of 11/9/22 ACGME LON Pediatrics – Dr. Tiongson (See Attachment 13) – Deferred to the next meeting d. GMEC approval of Neurology Special Review Report (See Attachment 3) 	9d-k) Approved via consent agenda	I.B.4.a).(1)

citations and areas of noncompliance.	 e. Institutional ACGME LON dated 1/11/23. Continued accreditation effective 1/3/23. The Review Committee commended the institution for its demonstrated substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements without any new citations. f. Hematology and Medical Oncology ACGME letter dated 1/20/23 ACGME letter-site visit scheduled for 2/28/23. g. Family Medicine - Hettinger ACGME LON dated 2/6/23-Continued Accreditation effective 1/25/2023. The Review Committee commended the program for its demonstrated substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements any new citations. h. Family Medicine - Fargo ACGME LON dated 2/6/23- Continued Accreditation effective 1/25/2023. The Review Committee commended the program for its demonstrated substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements without any new citations. i. Family Medicine - Williston ACGME LON dated 2/6/23-Continued Accreditation effective 1/25/2023. The Review Committee commended the program for its demonstrated substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements without any new citations. j. Family Medicine - Minot ACGME LON dated 2/6/23-Continued Accreditation effective 1/25/2023. The Review Committee determined the program is in substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements and did not issue any new citations. Two areas for improvement and/or concerning trends in the following: 1) Board Passage Rate, and 2) Faculty Supervision and Teaching. k. Family Medicine - Bismarck ACGME LON dated 2/7/23-Continued Accreditation effective 1/25/2023. The Review Committee determined the program is in substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements and did not issue any new citations. One area for improvement and/or concerning trend in Clinical Exper		
10) Institutional Accreditation			I.A.3.
11) Annual Institutional Review	a. 2022-2023 Annual Institutional Review (See Attachment 5) and Executive Summary (See Attachment 6) - The executive summary will go to the state board of higher education.	A motion was made to approve the documents (Hostetter/Theige). The motion was passed by committee.	I.B.5.
12) Oversight of programs changes			I.B.4.b)(4)-(9)

13)	Establishment of Policy and Procedures	 a. Resident/Fellow Grievance and Appeal Policy (draft policy provided to GMEC via email prior to meeting) i) Update from Dean's review and another legal review- Dr. Becker reviewed the Resident/Fellow Grievance and Appeal Policy. The changes made came from the legal department or were simple edits/punctuation. Additional definitions were added per legal. Legal recommended effective date be 7/1/2023. 	A motion was made to approve the Resident/Fellow Grievance and Appeal Policy as reviewed (Theige/Johnson). The motion passed by the majority with 1 no vote.	I.B.4.b).(1)
14)	Oversight of reductions and closures			IV.O.
15)	Vendor interactions			IV.L.
	Adjournment	The meeting closed at approximately 5:18		
Fu	ture meeting schedules	The next meeting will be in April 2023.		

Minutes taken by Kristi Hofer, GME

2022-20	23	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Graduate Medical Educ	cation Committee												
**Need 12 votes for majority (one re	esident vote of those required)												
Voting Members - Fargo/or Grand Fo	orks sites												
Kim Becker, DIO	DIO, Committee Chair		Х		Х	Х	Х		X				
David Theige, MD	Quality Improvement/Safety Officer Sanford				Х		Х		X				
Jennifer Raum, MD, Internal Medicine	Program Director		X		Х	X	Х		X				
Robert Olson, MD, Psychiatry	Program Director		Х		Х	Х	X		X				
Neville Alberto, MD, Transitional Year	Program Director		Х		Х	Х			X				
Stefan Johnson, MD, Surgery	Program Director		Х			Х	Х		Х				
Bruce Piatt, MD, Orthopedics	Program Director		Х		Х								
Lindsey Dahl, MD, Geriatrics	Program Director		Х			Х			Х				
Matthew Tinguely, MD, Hematology Oncology fellowship	Program Director	No m	Х	No meeting this	Х	Х	Х	No meeting this	X	No m		No m	
Lara Lunde, MD, Fargo FM	Program Director	meeting	X	eetin	X			etin		meeting this		meeting	
Jau-Shin Lou, MD, Neurology	Program Director	g this	Х	g th	Х	Х		g thi	Х	g th		g this	
Nikitha Sathish Kumar, MD, Internal Medicine	Resident member	is m		is m									
Logan Schmaltz, MD, Internal Medicine	Alternate representative	month		month				month		month		month	
Trisha Nelson, MD, Psychiatry	Resident member		Х		Х	Х	Х		X				
Amanda Stadem (Byers), MD, Psychiatry	Alternate Resident member		X		х	Х							
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			Х							
Austin Promersberger, MD, Transitional Year	Resident member		Х			Х			X				
Christopher Grenz, MD, Fargo FMED	Resident member				Х	Х			X				
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
			Aug		Oct	Nov	Dec		Feb		Apr		Jun
Vanessa Richardson, MD, Orthopedics	Resident member		X										
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		X				
Voting Member	s - Minot												
Peter Sandroni, MD, FMED	Program Director		X		Х	Х			X				
Daniel Myles, MD, Minot FMED	Resident member					Х							
Sugandha Nagarajan, MD, Minot	Alternate Resident member												
Voting Members	- Williston												
Peter Sandroni, MD, FMED	Program Director		X		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		X		Х	Х	X		Х				
Sadaf Javaid-Kayani, MD, FMED Bismarck	Resident member		Х			Х							
Monika Pothamsetti, MD, FMED Bismarck	Alternate Resident member		Х			Х	Х		Х				
Voting Members	- Hettinger												
Jeff Hostetter, MD, FMED	Program Director		Х		Х	X	Х						
Andrew Dockter, MD, FMED	Resident representative	_				Х	Х						
Marshall Henderson, MD, FM	Alternate Resident member		Х		Х								
Advisory Me	mbers												
* (Assoc/Asst PD become vot	ing when PD is Absent)												
Marc Basson, MD, PhD, MBA	Senior Assoc. Dean of Medicine & Research				х				Х				
Cathy Houle, MD, FMED	Site Director Hettinger				Х								
Hailey Schepp, MPA	Sanford Health representative												

2022-2	2023	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	Х	Х						
Carla Mosser, Internal Medicine	Manager		Х		Х	Х	Х		Х				
Karen Rude, FMED Minot	Program Coordinator (Minot)					Х	Х						
Beth Ambrosio, Internal Medicine	Program Coordinator		Х		Х	Х			Х				
Ashley Jochim, Transitional Year	Program Coordinator		Х		Х	Х	Х		Х				
Scott McNamee, Psychiatry	Manager and PC		X			Х	Х						
Cecilia Hospidales, FMED Fargo	Program Coordinator (Fargo)		Х		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		Х				
Andrea Ludwig, HemOnc	Program Coordinator, Hem/Onc fellowship		Х		Х	х	Х		Х				
Vrieti Hefer CME Office	Admin Officer CME & SE Compute		Х		Х		Х		Х		<u> </u>		
Kristi Hofer, GME Office	Admin Officer, GME & SE Campus		Α		^		^		^				
Guests	Ohain Jatamal Madisina		V										
Dinesh Bande, MD, IMed	Chair, Internal Medicine		X		V				Х				
Susan Zelewski, MD, NW Campus	Campus Dean, Clinical Curriculum		X		X	Х	X		X				
David Schmitz, MD, FMED	Chair, FMED		X		Х		Х		^				
Kayla Burchill, MD, Surgery	Assistant PD, Surgery		Х		v	1							
Mentor Ahmeti, MD, Surgery	Assistant PD, Surgery Pediatric Residency PD (pending				Х	Х			Х				_
Chris Tiongson, MD, Pediatrics	submission/approval)				X	X	X		^				
Sarah Julsrud, Pediatrics	Program Coordinator (pending submission/approval)		Х		Х	Х	X		Х				
Erica Johnson	Director, Health Sciences Library		X		Х								
Cornelius Dyke, MD, Surgery	Chair, Surgery												

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