

**UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Via Zoom
April 11, 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.	Motion to approve consent agenda (Lou/Lunde). The motion was passed by the full committee.	N/A
2) Review of Minutes	a. Approval of GMEC meeting minutes.	The meeting minutes of February 14, 2023, were approved via consent agenda.	I.B.3.b)
3) Communication with GMEC	<p>a. 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. Programs that have submitted requests are: FM Minot/Williston; Internal Medicine, and Surgery. Let Dr. Becker know if you need a copy of the email again.</p> <p>b. Reminder: Program Coordinators/Administrators, please terminate your graduating residents and fellows in MedHub. Termination may occur up to 60 days prior to their actual completion date. Directions are located at: https://support.medhub.com/manual/manual_view.php?manual=1&order_a=17&order_b=4#0.</p> <p>c. See letter from ACGME dated 3-1-23 with ACGME fee structure for 2024 (See Attachment 2)</p> <p>d. Kim Becker will be on maternity leave. From approximately April 19, 2023 through May 8, 2023, she will not be checking phone or email messages. Contact Kristi Hofer or new Administrative Secretary Xan-Marie Kofstad (starts April 13, 2023) in the GME Office for assistance.</p>	3c-d were approved via consent agenda.	I.B.3.b)

4) Stipends and position allocation review and recommendations			I.B.4.b).(3)
5) Resident duty hours			III.B.5.a).(1)
6) Quality of GME Learning and Working Environment	a. Check in with resident/fellow committee members – no comments from residents.		I.B.4.a).(2)
7) Curriculum and Evaluation	<p>a. See Attachment 14. AMA modules for PGY1 Residents, first year fellows, & transfers to UNDSMHS programs. Dr. Becker stated it takes approximately 3.5 hours to complete the current required modules (1-12) listed below. Dr. Becker asked if the PDs wanted any additional modules required. A request was made to add a module on Opioids.</p> <ol style="list-style-type: none"> 1. Patient Handoffs 2. Physician Health: Physicians Caring for Ourselves 3. Resident Intimidation 4. Residents as Teachers 5. Sleep Deprivation: Your Life and Your Work 6. Working Effectively within an Interprofessional Team 7. Thriving Through Residency: The Resilient Resident 8. Cultural Competency 9. Patient Safety 10. Privacy and Confidentiality 11. Creating an Effective and Respectful Environment 12. Quality Improvement Practices. <p style="padding-left: 40px;">add</p> <ol style="list-style-type: none"> 13. Safer Prescribing and Managing of Opioids <p>Propose deadline to concur with Residents as Teachers deadline with same consequence of suspending clinical privileges if not completed on-time.</p>	<p>A motion was made to approve the modules listed on the agenda plus add the module on Safer Prescribing and Managing of Opioids and required for all PGY1 Residents, first year fellows, & transfer residents. A deadline set as the last Tuesday in July to align with the deadline to complete the Residents as Teachers course. Consequences for non-completion by stated deadline is suspension of clinical privileges until completion. (Piatt/Raum). The motion was approved by the full committee.</p>	I.B.4.a).(4)

<p>8) Oversight of program accreditation: Review of accreditation letters, monitoring of action plans for correction of citations and areas of noncompliance.</p>	<ul style="list-style-type: none"> a. Approval of Hematology and Medical Oncology Special Review Report (See Attachment 3) b. Monitoring of Family Medicine-Bismarck ACGME LON dated 2/7/23-Continued Accreditation. Dr. Hostetter is awaiting clarification from Ms. Eileen Anthony, ACGME FM RC, regarding the sole Area for Improvement/Concerning Trend from the 2-7-23 LON for Family Medicine-Bismarck. The program has no citations. At the June 2023 GMEC meeting, Dr. Hostetter is scheduled to provide a report to GMEC regarding the AFI. c. Monitoring of 4/8/22 Surgery ACGME LON – Dr. Johnson (See Attachment 4) d. Approval of deletion of participating site, Trinity Health, for Surgery Residency (See Attachment 5). Note: GMEC is required to remove approval of participating sites of programs. e. Surgery ACGME LON dated 2/28/23: Approval of deletion of Trinity Health as a participating site. f. Surgery ACGME LON dated 3/1/23: Temporary increase approved for 1 resident 7/1/23-6/30/26. g. Internal Medicine ACGME LON dated 2/16/23-Continued Accreditation effective 1/20/2023. 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. Geriatric Medicine ACGME LON dated 2/16/23-Continued Accreditation effective 1/20/2023. The Review Committee commended the program for its demonstrated substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements any new citations. i. Orthopedic ACGME LON dated 3/14/23 (See Attachment 6). j. Surgery ACGME LON dated 3/6/23 (See Attachment 7). k. Neurology ACGME LON dated 4/3/23 (See Attachment 8). l. Monitoring of Minot LON – Dr. Sandroni reported on updates from their LON to full committee. See Attachment 13. m. Monitoring of 11/9/22 ACGME LON Pediatrics- See Attachment 11 – Dr. Tiongson reported on the program's LON. Dr. Tiongson provided a written report which was provided to the committee. Dr. Tiongson's update was accepted and the committee will expect another update the next quarter. n. Monitoring of the special review of Neurology- See Attachment 12 – Dr. Lou reported to the updates from the special review process. o. Monitoring of 6/22/22 FM-Minot Special Review – (See Attachments 9 and 10) – Dr. Sandroni reported on updates from the special 	<p>Items 9a-k were approved via consent agenda.</p> <p>Items 9l-o were discussed in committee.</p>	<p>I.B.4.a).(1)</p>
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	<p>review of the Minot program. A written handout was distributed to the committee. The document addresses the following areas:</p> <ol style="list-style-type: none"> a. Board pass rates b. Faculty teaching and supervision. c. Resident responses to surveys and areas of concern on the survey. <ol style="list-style-type: none"> i. Resident protected time ii. Raise concerns without fear of intimidation iii. Confidentiality with problem issues iv. Faculty teaching and supervision v. Faculty members feedback vi. Educational content 		
9) Institutional Accreditation			I.A.3.
10) Annual Institutional Review			I.B.5.
11) Oversight of programs changes			I.B.4.b)(4)-(9)
12) Establishment of Policy and Procedures	<ol style="list-style-type: none"> a. UMEC approved GMEC's recommendations to Residents as Teachers Policy, including moving the deadline to complete the requirements by the last Tuesday in July. The PDs had said the earlier deadline was too tight for completion. 		I.B.4.b).(1)
13) Oversight of reductions and closures			IV.O.
14) Vendor interactions			IV.L.
Adjournment	Meeting adjourned at 4:56PM.		
Future meeting schedules	The next meeting will be in June 2023.		

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		X		X		
David Theige, MD	Quality Improvement/Safety Officer Sanford				X		X		X				
Jennifer Raum, MD, Internal Medicine	Program Director		X		X	X	X		X		X		
Robert Olson, MD, Psychiatry	Program Director		X		X	X	X		X		X		
Neville Alberto, MD, Transitional Year	Program Director		X		X	X			X		X		
Stefan Johnson, MD, Surgery	Program Director		X			X	X		X				
Bruce Piatt, MD, Orthopedics	Program Director		X		X						X		
Lindsey Dahl, MD, Geriatrics	Program Director		X			X			X		X		
Matthew Tinguely, MD, Hematology Oncology fellowship	Program Director		X		X	X	X		X		X		
Lara Lunde, MD, Fargo FM	Program Director		X		X						X		
Jau-Shin Lou, MD, Neurology	Program Director		X		X	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		X				
Amanda Stadem (Byers), MD, Psychiatry	Alternate Resident member		X		X	X							
Joyce Jimenez Zambrano, MD, Neurology	Alternate Resident member		X		X		X				X		
Praneeth Thadi, MD, Neurology	Resident member					X							
Dana Nielsen, MD, General Surgery	Resident member		X		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			X		X		
Christopher Grenz, MD, Fargo FMED	Resident member				X	X			X				
Heather Bruggeman, ME, Fargo FMED	Alternate Resident member		X				X				X		

No meeting this month

No meeting this month

No meeting this month

No meeting this month

No meeting this month

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