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	 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. 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=1ℴ_a=17ℴ_b=4#0. c. See letter from ACGME dated 3-1-23 with ACGME fee structure for 2024 (See Attachment 2) 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. 	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	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. 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. add 13. Safer Prescribing and Managing of Opioids Propose deadline to concur with Residents as Teachers deadline with same consequence of suspending clinical privileges if not completed on-time.	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.	I.B.4.a).(4)

B) Oversight of program accreditation: Review of accreditation letters, monitoring of action plans for correction of citations and areas of noncompliance. Approval of Hematology and 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.						
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n. Monitoring of the special review of Neurology- See Attachment 12 –			n.			
Dr. Lou reported to the updates from the special review process.						
o. Monitoring of 6/22/22 FM-Minot Special Review – (See Attachments			О.			
9 and 10) – Dr. Sandroni reported on updates from the special						

	review of the Minot program. A written handout was distributed to the committee. The document addresses the following areas: a. Board pass rates b. Faculty teaching and supervision. c. Resident responses to surveys and areas of concern on the survey. 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	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

2022-20	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	rks sites												
Kim Becker, DIO	DIO, Committee Chair		X		Х	Х	Х		X		Х		
David Theige, MD	Quality Improvement/Safety Officer Sanford				Х		Х		Х				
Jennifer Raum, MD, Internal Medicine	Program Director		X		Х	X	X		X		х		
Robert Olson, MD, Psychiatry	Program Director		X		Х	X	X		X		Х		
Neville Alberto, MD, Transitional Year	Program Director		X		Х	X			X		Х		
Stefan Johnson, MD, Surgery	Program Director		Х			Х	Х		X				
Bruce Piatt, MD, Orthopedics	Program Director		Х		Х						Х		
Lindsey Dahl, MD, Geriatrics	Program Director		Х			Х			X		Х		
Matthew Tinguely, MD, Hematology Oncology fellowship	Program Director	No m	Х	No meeting this	Х	Х	Х	No meeting this	X	No m	Х	No m	
Lara Lunde, MD, Fargo FM	Program Director	meeting	X	eetin	х			etin		meeting this	x	meeting	
Jau-Shin Lou, MD, Neurology	Program Director	g this	Х	g th	Х	Х		g thi	Х	g th	Х	g this	
Nikitha Sathish Kumar, MD, Internal Medicine	Resident member	is m		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		Х				
Amanda Stadem (Byers), MD, Psychiatry	Alternate Resident member		X		х	х							
Joyce Jimenez Zambrano,MD, Neurology	Alternate Resident member		Х		Х		Х				Х		
Praneeth Thadi, MD, Neurology	Resident member					Х							
Dana Nielsen, MD, General Surgery	Resident member		Х		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			Х		Х		
Christopher Grenz, MD, Fargo FMED	Resident member				Х	Х			X				
Heather Bruggeman, ME, Fargo FMED	Alternate Resident member		X				X				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		Χ										
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		Х		Х		
Voting Member	s - Minot												
Peter Sandroni, MD, FMED	Program Director		Х		Х	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			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	X		Х				
Sadaf Javaid-Kayani, MD, FMED Bismarck	Resident member		X			Х							
Monika Pothamsetti, MD, FMED Bismarck	Alternate Resident member		X			Х	Х		Х				
Voting Members		_											
Jeff Hostetter, MD, FMED	Program Director		Χ		Х	X	Х						
Andrew Dockter, MD, FMED	Resident representative					X	Х						
Marshall Henderson, MD, FM	Alternate Resident member		Χ		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		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				Х		
Carla Mosser, Internal Medicine	Manager		Х		Х	Х	Х		Х		Х		
Karen Rude, FMED Minot	Program Coordinator (Minot)					Х	X						
Beth Ambrosio, Internal Medicine	Program Coordinator		Х		Χ	Х			X				
Ashley Jochim, Transitional Year	Program Coordinator		Х		X	Х	X		X				
Scott McNamee, Psychiatry	Manager and PC		X			Х	Х				Х		
Cecilia Hospidales, FMED Fargo	Program Coordinator (Fargo)		Х		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		Х		
Andrea Ludwig, HemOnc	Program Coordinator, Hem/Onc fellowship		Х		Х	Х	Х		Х				
Xan Marie Kofstad, GME Office													
Kristi Hofer, GME Office	Admin Officer, GME & SE Campus		X		X		X		X				
Guests													
Dinesh Bande, MD, IMed	Chair, Internal Medicine		Х										
Susan Zelewski, MD, NW Campus	Campus Dean, Clinical Curriculum		Х		X	Х	X		X				
David Schmitz, MD, FMED	Chair, FMED		Х		Χ		X		X		Х		
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		Х		Х		
Sarah Julsrud, Pediatrics	Program Coordinator (pending submission/approval)		X		X	X	X		Х		х		
Erica Johnson	Director, Health Sciences Library		X		Х								
Cornelius Dyke, MD, Surgery	Chair, Surgery												

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Lisa Schock, MD, Psychiatry	Assistant PD, Psychiatry					X							