

**UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Via Zoom
June 13, 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 (Piatt/Olson). The motion was passed by the full committee.	N/A
2) Review of Minutes	a. Approval of GMEC meeting minutes of April 11, 2023.	The meeting minutes of April 11, 2023, were approved via consent agenda.	I.B.3.b)
3) Communication with GMEC	a. The residents as teachers report to P2P3C for 2022-2023AY is provided officially to GMEC in order to report on the status of resident/fellow completion of Residents as Teachers requirements (See Attachment 2). b. New Resident/Fellow Orientation schedule emailed previously to PD's and Program Coordinators (See Attachment 3) c. 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 . d. Thank you to outgoing resident/fellow members for your service on GMEC and to Dr. Hostetter, outgoing Program Director of Family Medicine-- Bismarck and Hettinger. e. Thank you and congratulations to Dr. Basson as he becomes Dean of Northeast Ohio Medical University.	3 a-b. Approved via consent agenda	I.B.3.b)
4) Stipends and position allocation review and recommendations	a. Update from February 2023 GMEC meeting (See Attachments 12 and 13)		I.B.4.b).(3)

<p>5) Resident duty hours</p>	<p>a. MedHub Duty Hours Institutional Summaries (See Attachment 4):</p> <p>a) FM Hettinger, Geriatrics, Hematology and Medical Oncology, Neurology, Orthopedic Surgery, Psychiatry, and Surgery:</p> <ul style="list-style-type: none"> i. 12/1/2022-12/31/2022 ii. 1/1/2023-1/31/2023 iii. 2/1/2023-2/28/2023 iv. 3/1/2023-3/31/2023 v. 4/1/2023-4/30/2023 <p>a) FM Bismarck:</p> <ul style="list-style-type: none"> i. 11/14/2022-12/11/2022 ii. 12/12/2022-1/8/2023 iii. 1/9/2023-2/5/2023 iv. 2/6/2023-3/5/2023 v. 3/6/2023-4/2/2023 <p>b) FM Minot and FM Williston:</p> <ul style="list-style-type: none"> i. 11/21/2022-12/18/2022 ii. 12/19/2022-1/15/2023 iii. 1/16/2023-2/12/2023 iv. 2/13/2023-3/12/2023 v. 3/13/2023-4/9/2023 <p>c) FM Fargo, Internal Medicine, and Transitional Year:</p> <ul style="list-style-type: none"> i. 11/28/2022-12/25/2022 ii. 12/26/2022-1/22/2023 iii. 1/23/2023-2/19/2023 iv. 2/20/2023-3/19/2023 v. 3/20/2023-4/16/2023 	<p>5a. Approved via consent agenda.</p>	<p>III.B.5.a).(1)</p>
<p>6) Quality of GME Learning and Working Environment</p>	<p>a. Check in with resident/fellow committee members – No residents brought forward any questions or concerns.</p>		<p>I.B.4.a).(2)</p>
<p>7) Curriculum and Evaluation</p>			<p>I.B.4.a).(4)</p>

<p>8) Oversight of program accreditation: Review of accreditation letters, monitoring of action plans for correction of citations and areas of noncompliance.</p>	<p>a. Psychiatry ACGME LON dated 4/21/23. Continued Accreditation effective 2/10/2023. The Review Committee commended the program for its demonstrated substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements any new citations.</p> <p>b. Forensic Pathology ACGME LON dated 5/16/23 (See Attachment 5).</p> <p>c. Monitoring of Neurology ACGME LON dated 4/3/23--deferred to 8/8/23 GMEC meeting, at request of Program Director.</p> <p>d. GMEC approval of Annual Program Evaluations submitted in 2021-2022 annual reports (See Attachment 6)</p> <p>e. Monitoring of 3/6/23 ACGME LON Surgery – Dr. Johnson (See Attachment 7). Dr. Johnson provided a verbal report to the committee in addition to his written report.</p> <p>f. Monitoring of 3/14/23 ACGME LON Orthopedic Surgery – Dr. Piatt (See Attachment 8). Dr. Piatt gave a verbal report to the GMEC as well as submitting a written action plan for the Ortho program. Dr. Theige commended Dr. Piatt for the work on diversity in Orthopedics.</p> <p>g. Monitoring of 2/7/23 ACGME LON Family Medicine (Bismarck) – (See Attachment 9). The committee received a verbal report from Dr. Sauter, and a written report from Dr. Hostetter that included an email to the ACGME re: # of telemedicine visits.</p> <p>h. Monitoring of Recommendations from Hematology and Medical Oncology Special Review Report (See Attachment 10) – Dr. Tinguely provided a verbal report to the committee as well as provided a written report.</p>	<p>8 a-d. Approved via consent agenda.</p>	<p>I.B.4.a).(1)</p>
<p>9) Institutional Accreditation</p>			<p>I.A.3.</p>
<p>10) Annual Institutional Review</p>			<p>I.B.5.</p>
<p>11) Oversight of programs changes</p>	<p>a. Request for approval of Dr. Shannon Sauter to become Program Director for the Bismarck and Hettinger Family Medicine Residency Programs effective July 1, 2023. (See Attachment 11). Dr. Sauter introduced herself to the committee. Dr. Sauter's CV was provided to the full committee.</p>	<p>A motion was made to approve Dr. Shannon Sauter as PD for Bismarck and Hettinger Family Medicine programs effective</p>	<p>I.B.4.b)(4)-(9)</p>

		7/1/2023 (Olson/Becker). The full committee approved.	
12) Establishment of Policy and Procedures	a. Rescind the Graduate Medical Education Policy on Review of Requirements to sit for Specialty Boards (See Attachment 14). The board requirement is included in the contract. For this reason, the committee feels the Policy on the review of board requirements is not necessary.	A motion was made to rescind the policy on required review of requirements to sit for specialty boards. (Theige/Ahmeti). The motion did not pass due to lack of quorum.	I.B.4.b).(1)
13) Oversight of reductions and closures			IV.O.
14) Vendor interactions			IV.L.
Adjournment			
Future meeting schedules	The next meeting will be in August 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		X
David Theige, MD	Quality Improvement/Safety Officer Sanford				X		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		X
Neville Alberto, MD, Transitional Year	Program Director		X		X	X			X		X		X
Stefan Johnson, MD, Surgery	Program Director		X			X	X		X				X
Bruce Piatt, MD, Orthopedics	Program Director		X		X						X		X
Lindsey Dahl, MD, Geriatrics	Program Director		X			X			X		X		X
Matthew Tinguely, MD, Hematology Oncology fellowship	Program Director		X		X	X	X		X		X		X
Lara Lunde, MD, Fargo FM	Program Director		X		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		X
Praneeth Thadi, MD, Neurology	Resident member					X							
Dana Nielsen, MD, General Surgery	Resident member		X		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		X
Christopher Grenz, MD, Fargo FMED	Resident member				X	X			X				
Heather Bruggeman, ME, Fargo FMED	Alternate Resident member		X				X				X		X

No meeting this month

No meeting this month

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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							