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
,	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=1ℴ_a=17ℴ_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	Update from February 2023 GMEC meeting (See Attachments 12 and 13)		I.B.4.b).(3)

E) Dooidont duty hours	a ModHub Duty Hours Institutional Commercias (Cos Attackers at 4):	Es Approved vie	III D E a\ /4\
5) Resident duty hours	a. MedHub Duty Hours Institutional Summaries (See Attachment 4): a) FM Hettinger, Geriatrics, Hematology and Medical Oncology, Neurology, Orthopedic Surgery, Psychiatry, and Surgery: 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 a) FM Bismarck: i. 11/14/2022-12/11/2022 ii. 12/12/2022-1/8/2023 iii. 1/9/2023-2/5/2023 v. 3/6/2023-4/2/2023 b) FM Minot and FM Williston: i. 11/21/2022-12/18/2022 ii. 12/19/2022-1/15/2023 iii. 1/16/2023-2/12/2023 v. 3/13/2023-4/9/2023 c) FM Fargo, Internal Medicine, and Transitional Year: i. 11/28/2022-12/25/2022 ii. 12/26/2022-1/22/2023 iv. 2/20/2023-3/19/2023 v. 3/20/2023-4/16/2023 v. 3/20/2023-4/16/2023	5a. Approved via consent agenda.	III.B.5.a).(1)
) Quality of GME Learning and Working Environment	a. Check in with resident/fellow committee members – No residents brought forward any questions or concerns.		I.B.4.a).(2)
) Curriculum and Evaluation			I.B.4.a).(4)

8)	Oversight of program accreditation: Review of accreditation letters, monitoring of action plans for correction of citations and areas of noncompliance.	 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. b. Forensic Pathology ACGME LON dated 5/16/23 (See Attachment 5). c. Monitoring of Neurology ACGME LON dated 4/3/23deferred to 8/8/23 GMEC meeting, at request of Program Director. d. GMEC approval of Annual Program Evaluations submitted in 2021-2022 annual reports (See Attachment 6) 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. 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. 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. 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. 	8 a-d. Approved via consent agenda.	I.B.4.a).(1)
9)	Institutional Accreditation			I.A.3.
10)	Annual Institutional Review			I.B.5.
11)	Oversight of programs changes	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.	A motion was made to approve Dr. Shannon Sauter as PD for Bismarck and Hettinger Family Medicine programs effective	I.B.4.b)(4)-(9)

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.	7/1/2023 (Olson/Becker). The full committee approved. A motion was made to rescind the policy on required review of requirements to sit for specialty boards. (Theige/Ahmeti).	I.B.4.b).(1)
		The motion did not pass due to lack of quorum.	
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

2022-20	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		Х		Х
David Theige, MD	Quality Improvement/Safety Officer Sanford				Х		Х		Х				Х
Jennifer Raum, MD, Internal Medicine	Program Director		X		Х	X	Х		X		Х		
Robert Olson, MD, Psychiatry	Program Director		X		Х	X	Х		X		Х		Х
Neville Alberto, MD, Transitional Year	Program Director		X		Х	X			X		Х		Х
Stefan Johnson, MD, Surgery	Program Director		Х			Х	Х		X				Х
Bruce Piatt, MD, Orthopedics	Program Director		X		Х						Х		Х
Lindsey Dahl, MD, Geriatrics	Program Director		Х			Х			X		Х		Х
Matthew Tinguely, MD, Hematology Oncology fellowship	Program Director	No m	Х	No meeting this	Х	Х	Х	No meeting this	X	No meeting this	Х	No m	Х
Lara Lunde, MD, Fargo FM	Program Director	meeting	X	eetir	х			etin		eetir	х	meeting	Х
Jau-Shin Lou, MD, Neurology	Program Director	ng th	Х	ng th	Х	X		g thi	X	ng th	Х		
Nikitha Sathish Kumar, MD, Internal Medicine	Resident member	this m										this m	
Logan Schmaltz, MD, Internal Medicine	Alternate representative	month		month				month		month		month	
Trisha Nelson, MD, Psychiatry	Resident member		Х		Х	Х	Х		X	٠			
Amanda Stadem (Byers), MD, Psychiatry	Alternate Resident member		X		Х	Х							
Joyce Jimenez Zambrano, MD, Neurology	Alternate Resident member		Х		Х		Х				Х		Х
Praneeth Thadi, MD, Neurology	Resident member					Х							
Dana Nielsen, MD, General Surgery	Resident member		Х		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			X		Х		Х
Christopher Grenz, MD, Fargo FMED	Resident member	х	Х			Х							
Heather Bruggeman, ME, Fargo FMED	Alternate Resident member		Х				Х				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		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		Х
Voting Member	s - Minot												
Peter Sandroni, MD, FMED	Program Director		X		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		Χ		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		X		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	- Hettinger	_											
Jeff Hostetter, MD, FMED	Program Director		Χ		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		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	Χ		Х		Х		
Karen Rude, FMED Minot	Program Coordinator (Minot)					Х	Χ						
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				Х		Х
Cecilia Hospidales, FMED Fargo	Program Coordinator (Fargo)		Х		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		Х
Andrea Ludwig, HemOnc	Program Coordinator, Hem/Onc fellowship		X		Х	Х	X		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		Х		X		Х		Х
Kayla Burchill, MD, Surgery	Assistant PD, Surgery		Х										
Mentor Ahmeti, MD, Surgery	Assistant PD, Surgery				Х	Х							Х
Chris Tiongson, MD, Pediatrics	Pediatric Residency PD (pending submission/approval)				Х	Х	X		Х		Х		Х
Sarah Julsrud, Pediatrics	Program Coordinator (pending submission/approval)		X		X	X	X		Х		х		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							