

**UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Via Zoom
August 8, 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 (Theige/Alberto). The motion was passed by the full committee.	N/A
2) Review of Minutes	a. Approval of GMEC meeting minutes of June 13 , 2023.	The meeting minutes of June 13, 2023, were approved via consent agenda.	I.B.3.b)
3) Communication with GMEC	a. GMEC New/Existing Members: <ul style="list-style-type: none"> i) Please review/refresh the responsibilities of GMEC. (See Attachment 4). Dr. Becker reviewed the responsibilities with the new members and the returning members. ii) Please be on time to meetings and inform Kristi Hofer of upcoming absence to ensure quorum. iii) GMEC purpose/mission located at: https://med.und.edu/education-training/residency-programs/graduate-medical-education-committee.html iv) GMEC policies located at: https://med.und.edu/about/policies/medical-residents.html v) Resident/Fellow Forum immediately follows GMEC meetings. b. Please submit annual update reports in ADS by the due date listed below to allow time for DIO review and to make any suggested edits.	For member information	I.B.3.b)

- c. Please remind residents/fellows who are completing training to set up an autoreply on their email accounts.
- d. Per policy, below is a summary of the number of residents/fellows that the Campus (Resident) Advocates interacted with in 2022-2023:

Campus	Number of Residents/Fellows
Northeast Campus (Dr. Gomez)	1
Northwest Campus (Dr. Knutson)	0
Southeast Campus (Dr. Hall)	0
Southwest Campus (Dr. Leingang)	2

- e. Reports submitted in ADS will go to DIO first for approval prior to final submission to ACGME.

Specialties/Subspecialties	Due to DIO	Due to ACGME
Family Medicine Internal Medicine Geriatrics Heme/Onc Neurology Psychiatry TY	8/15/23	8/25/23
Forensic Pathology Orthopedic Surgery Surgery	9/12/23	9/22/23
Pediatrics	2 wks prior to due date	TBA

f.

4) Stipends and position allocation review and recommendations

I.B.4.b).(3)

5) Resident duty hours

- a. MedHub Duty Hours Institutional Summaries (See Attachment 2):

Item 5ai-iv was approved via consent agenda.

III.B.5.a).(1)

	<ul style="list-style-type: none"> i) FM Hettinger, Geriatrics, Hematology and Medical Oncology, Neurology, Orthopedic Surgery, Psychiatry, and Surgery: (1) 5/1/23-5/31/23 ii) FM Bismarck: (1) 4/3/23-4/30/23 iii) FM Minot and FM Williston: (1) 4/10/23-5/7/23 iv) FM Fargo, Internal Medicine, and Transitional Year: (1) 4/17/23-5/14/23 		
6) Quality of GME Learning and Working Environment	a. Check in with resident/fellow committee members – No issues were reported by the residents.		I.B.4.a).(2)
7) 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.	<ul style="list-style-type: none"> a. Monitoring of 4/3/23 ACGME LON Neurology – (See Attachment 5)- Dr. Lou provided a verbal report to the committee as well as provided a written report. b. Monitoring of 11/9/22 ACGME LON Pediatrics – (See Attachment 6) Dr. Tiongson provided a verbal report to the committee as well as provided a written report. They begin recruitment this fall and are excited to get the program started. Their next site visit will be in 2025. c. Monitoring of 2/6/23 ACGME LON FM-Minot LON– (See Attachment 7) Dr. Sandroni provided a verbal report to the committee as well as provided a written report. Congratulations to the program on 100% board pass rate. d. Monitoring of 5/16/23 ACGME LON Forensic Pathology– (See Attachment 8) Dr. Sens provided a verbal report to the committee as well as provided a written report. The program was approved in January 2023. 	Item 8e was approved via consent agenda.	I.B.4.a).(1)

	e. Neurology ACGME LON dated 6/12/23 (Corrected Letter). Continued Accreditation effective 1/26/2023 (See Attachment 3).		
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	<p>a. New Business: Program Reports on Letters of Notification to GMEC Procedure (See Attachment 9). Dr. Becker discussed the procedure for reporting on LON. Slight adjustments to the verbal reporting and follow-up reports. Dr. Sandroni asked regarding the timing of reports from the ACGME.</p> <p>b. New Business: Conflict of interest discussion regarding residents having UND SMHS faculty members as patients. No existing GMEC policy pertaining to that scenario. Dr. Theige shared his concern to protect the residents by possibly having one of their attending faculty as a patient. This would more likely happen in an ambulatory setting or continuity clinic. Drs Raum and Lunde confirmed this concern. Possibly could be a last resort in an acute medical issue, but not in a continued physician/patient relationship. This could put the resident in an uncomfortable position and should be avoided because of the power differential. This could possibly happen in the hospital, procedural, or surgical setting with another faculty as an attending, it would be less of an issue. Feedback was appreciated. This was brought forward for discussion. Each department may consider a policy.</p> <p>c. Old Business: Rescind the Graduate Medical Education Policy on Review of Requirements to sit for Specialty Boards (See Attachment 10). The board requirement is included in the contract.</p>	<p>12a. A motion was made to approve the updated procedure. (Sandroni/Olson) The motion passed by the full committee.</p> <p>12b. For informational purposes.</p> <p>12c. A motion was made to rescind the policy on required review of requirements to sit for specialty boards. (Olson/Sauter). The motion passed by the full committee.</p>	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 October 2023.		

Minutes taken by Kristi Hofer, GME

