

**UND School of Medicine & Health Sciences  
Graduate Medical Education Committee  
Via Zoom  
August 9, 2022**

**Meeting Minutes**

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	The meeting was called to order at 4:00PM.	<b>A motion was made to approve the consent agenda. (Piatt/Olson). The full committee approved the motion.</b>	I.A.5.a)
2. Review of Minutes	a. Approval of June 14, 2022, GMEC meeting minutes.	<b>2 a) Approved via consent agenda</b>	I.B.3.b)
3. Announcements	a. Ideally, please submit your ADS reports to the DIO at least one week prior to due date to allow time for review and to make any suggested edits. Most SMHS programs are due to ACGME on 8/26/22 except for Ortho Surg and Surg which are due on 9/23/22. Recall ACGME requires DIO approval of the report in ADS before the report is considered submitted.		I.B.4.a).(2)
4. Stipends and position allocation review and recommendations			I.B.4.b).(2)
5. Communication with GMEC	a. GMEC New/Existing Members: Please review/refresh the responsibilities of GMEC. (See Attachment 2) b. Per policy, below is a summary of the number of residents that the Campus (Resident) Advocates interacted with in 2021-2022:	<b>5a-c) Approved via consent agenda</b>  <b>5d. Information only.</b>	

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

- c. Campus Resident Advocate appointments for 2022-2023:
  - i. All Campus Resident Advocate reappointed except for Dr. Olson who became Campus Dean for the Northwest Campus. Dr. Scott Knutson accepted appointment as Campus Resident Advocate for the Northwest Campus effective 7-1-22.
- d. Update from Erika Johnson regarding Board Vitals subscription- Erika reviewed additional resources available at the medical school. Erika demonstrated how to access and gave a short demo of the resources. An email was sent to share with residents on access.

6. Resident duty hours	a. Medhub Duty Hours Institutional Summary: 5/1/2022-5/31/2022 and 6/1/2022-6/30/2022 for all programs except FM Bismarck, FM Minot, and FM Williston that are: 4/4/2022-5/1/2022, 5/2/2022-5/30/2022, and 5/31/2022-6/30/2022. (See Attachment 3)	<b>6a) Approved via consent agenda</b>	III.B.5
7. Quality of GME Learning and Working Environment	a. Check in with resident/fellow committee members-		I.B.4.a).(2)
8. Curriculum and Evaluation			I.B.4.a).(4)

<p>9. 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"> <li>a. GMEC approval of Internal Medicine Special Review Report (See Attachment 4)</li> <li>b. 6/17/2022 Pediatrics ACGME LON – Site visit scheduled for 7/19/2022.</li> <li>c. 7/29/2022 Neurology ACGME LON – Site visit scheduled for 9/7/2022.</li> <li>d. Monitoring of 2/23/22 ACGME LON Orthopedic Surgery – Dr. Piatt requested deferral on quarterly reporting to GMEC until next meeting, which is scheduled for October 2022.</li> <li>e. Monitoring of 4/8/22 ACGME LON Surgery – Dr. Johnson (See Attachment 5) – Dr. Johnson reported on updates. <ul style="list-style-type: none"> <li>a. Hired a faculty coordinator</li> <li>b. Removed some faculty</li> <li>c. Faculty award</li> <li>d. Continued to use the Simple App.</li> <li>e. Delay in residents getting thru the 2-step process and last year 4 of 5 passed. We will continue to help and support graduates.</li> <li>f. Hard look at curriculum with the PEC.</li> <li>g. Survey results encouraging.</li> </ul> </li> </ul>	<p><b>9a-d) Approved via consent agenda</b></p>	<p>I.A.3.</p>
<p>10. Institutional Accreditation</p>			<p>I.B.4.b).(6)</p>
<p>11. Annual Institutional Review</p>			
<p>12. Oversight of programs changes</p>			
<p>13. Establishment of Policy and Procedures</p>	<ul style="list-style-type: none"> <li>a. Old business: GME Leave Policy (See Attachments 6 and 7) – Dr. Becker reviewed the changes made to the leave policy referencing the ACGME Institutional Requirements. The draft policy has been reviewed and approved by UND legal and UNDSMHR. If approved, the leave would be retroactive to July 1, 2022. The biggest change is in section 5. The policy was updated after the last meeting at the request of committee members.</li> </ul>	<p><b>13a. A motion was made to approve the new Leave policy with the amendment, “Reserved 2 weeks is not intended to</b></p>	<p>I.B.4.b).(1)</p>

	<p>Questions:</p> <p>Sandroni –</p> <ul style="list-style-type: none"> <li>i. Questioned the statement of “minimum of six weeks”. <ul style="list-style-type: none"> <li>i. Dr. Becker said that that was taken from the institutional requirements.</li> </ul> </li> </ul> <p>Hostetter –</p> <ul style="list-style-type: none"> <li>i. Asked about FMLA being included to know that this is paid leave. <ul style="list-style-type: none"> <li>i. Dr. Becker confirmed that this was reviewed by SMHSHR.</li> </ul> </li> <li>ii. Can second 2 weeks be utilized after the first 6 weeks. <ul style="list-style-type: none"> <li>i. Dr. Becker confirmed that the intention is the additional 2 weeks would not be directly following the first 6 weeks.</li> </ul> </li> </ul> <p>Becker: Possible change to the policy 2 reserved cannot be utilized directly after the initial 6 weeks?</p> <p>Hostetter: Possibly add at the end. “Reserved time is not intended to extend the six-week parental/caregiver leave”.</p> <p><i>A motion was made to approve the new Leave policy with the amendment, “Reserved 2 weeks is not intended to extend the 6 week leave”. (Hostetter/Henderson). Policy approved by the full committee effective date 7/1/2022.</i></p> <p>b. Routine Annual Review of Policies – Event Notification Policy (See Attachment 8) – Dr. Becker reviewed the policy.  Questions included:</p> <ul style="list-style-type: none"> <li>i. Dr. Lunde - Do residents need to notify for other types of treatments?</li> <li>ii. Dr. Henderson said there would be some concerns over HIPPA?</li> <li>iii. Dr. Nelson asked about the ND Board verbiage? She questioned the verbiage of the NDBOM as being somewhat out of date.</li> </ul> <p>A longer discussion of other types of impairment.</p>	<p><b>extend the 6 weeks leave”. (Hostetter/Henderson). Policy approved by the full committee effective date 7/1/2022.</b></p> <p><b>13b.</b> A motion was made to remove #12 from the Event Notification Policy (Henderson/Richardson). Discussion included the repercussions of the motion without additional information from the board.</p> <p><b>Dr. Henderson withdrew his motion so additional information can be sought from the ND BOM.</b></p>	
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*A motion was made to remove #12 from the Event Notification Policy (Henderson/ Vanessa).*

Discussion included the repercussions of the motion without additional information from the board.

*Dr. Henderson withdrew his motion so additional information can be sought from the ND BOM.*

c. Resident/Fellow Grievance and Appeal Policy (See Attachment 9) – Dr. Becker discussed the history of the documents. There has been passed concern over having 2 documents that deal with Due Process as well those that feel the policy and hearing documents are complicated.

The new document is more congruent with medical student due process.

Dr. Becker reviewed the new policy with the committee.

Discussion:

- i. Raum – Hearing section. Disagree with idea of residents nominating faculty. Can create a conflict of interest. Instead, consider having pools of faculty and the resident could reserve the right to withdraw a choice.
- ii. Lunde – Thanks to Dr. Becker on her work. Agrees appointment of a committee would remove the bias. The nomination piece can put faculty in an uncomfortable position as well.
- iii. Schmitz – Format notification. Policy needs to be legally defensible.
- iv. Dr. Becker. – Policy as written has been approved by legal.
- v. Olson – Discussion of committee makeup. Possibly consider residents have input into the pool of faculty that would sit on the hearing process, so residents feel like they have representation. Possibly consider chief residents as part of pool.
- vi. Raum – medical student due process is a standing committee pool. The student due process does have a

**13c. A motion was made by Dr. Becker as follows:**

“Motion to approve the Resident/Fellow Grievance and Appeal Policy with amendment from page 8 that the faculty member must hold a permanent faculty rank, not community faculty rank within SMHS.”

Discussion – more discussion from members.

Dr. Becker asked the committee to amend the motion: “a permanent faculty rank status” to “currently holds a permanent faculty

	<p>student member on the committee. Consider a standing committee pool. Dismissal is nothing that the group takes lightly, and we do not want to dismiss a resident. Would be interested in resident input.</p> <p>vii. Henderson – ..“When you get to that point, a suspension or dismissal, you are going to feel attacked and they are out to get you and whatever comes out in the hearing there may be a lot of negative stuff against you because this is a serious step to take”.. Dr. Henderson voiced that he liked the policy as written with the opportunity to appoint because he felt this appointment would be a person you would feel is fair and willing to hear you out.</p> <p>viii. Becker asks if adding a comment that nominated faculty must have experience?</p> <p>a. Dr. Raum – that would be difficult because newly graduating residents can become faculty members fairly early. Defining experience in GME would be tough to define unless it is defined as a number of years.</p> <p>ix. Lunde – Concerned about the group making the decision is making it objectively.</p> <p>x. Hostetter – Consider “must be residency faculty”? They would then understand process.</p> <p>xi. Nelson – As a resident seems like a one-sided appointment and really think the resident should have the choice of a member.</p> <p>xii. Byers – Agree with Dr. Nelson that the resident should be able to nominate a member as the current policy states. Supports policy as written.</p> <p>xiii. Schmitz – Current policy – 2 nomination pools; 1 by program and 1 by resident. Choice from those two pools.</p> <p>xiv. Becker – “Motion to approve the Resident/Fellow Grievance and Appeal Policy with amendment from page 8 that the faculty member must hold a permanent faculty rank, not community faculty rank within SMHS.</p> <p>a. Discussion about faculty rank...ADS</p> <p>b. Raum – premature to vote on this and volunteered to help draft for comments but shouldn’t be rushed.</p>	<p>rank status as denoted in ADS (not community faculty member).</p> <p><b>Dr. Becker.</b></p> <p>Motion amended to “a faculty rank current holds a faculty rank status as denoted in ADS as core faculty member” nominated by the resident/fellow.</p> <p><b>No second on the motion.</b></p>	
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	<p>Dr. Becker asked the committee to amend the motion: “a permanent faculty rank status” to “currently holds a permanent faculty rank status as denoted in ADS (not community faculty member).</p> <p>xv. Hostetter said ADS might not be applicable because it lists many involved in education. Possibly consider core faculty.</p> <p>xvi. Lunde- Would ask that this be tabled, and a vote not be taken because of the policy does not represent all and all voices are heard adequately.</p> <p>xvii. Becker- understood but hard to please all. Group seems very divided. Asked to amend one more time.</p> <p>Motion amended to “a faculty rank current holds a faculty rank status as denoted in ADS as core faculty member” nominated by the resident/fellow.</p> <p>Hostetter – Point of order. Need a second motion.</p> <p>No second motion on the Resident/Fellow Grievance and Appeal Policy and the policy will be brought at a later time.</p> <p>d. Special Review Policy and Protocol (See Attachment 10) – Deferred to a later date.</p> <p>e. Concern and Complaint Procedure (See Attachment 11)- Deferred to a later date.</p>		
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment	The meeting closed at 5:22.		
Future meeting schedules	The next meeting will be in October 2022.		





2022-2023		Jul	Aug	Sep	Oct	Nov	Dec	Mar	Feb	Mar	Apr	May	Jun
<b>Graduate Medical Education Committee</b>													
**Need 12 votes for majority (one resident vote of those required)													
<b>Voting Members - Fargo/or Grand Forks sites</b>													
<a href="#">Kim Becker, DIO</a>	DIO, Committee Chair	<b>No meeting this month</b>	X	<b>No meeting this month</b>				<b>No meeting this month</b>		<b>No meeting this month</b>		<b>No meeting this month</b>	
<a href="#">David Theige, MD</a>	Quality Improvement/Safety Officer Sanford												
<a href="#">Jennifer Raum, MD, Internal Medicine</a>	Program Director		X										
<a href="#">Robert Olson, MD, Psychiatry</a>	Program Director		X										
<a href="#">Neville Alberto, MD, Transitional Year</a>	Program Director		X										
<a href="#">Stefan Johnson, MD, Surgery</a>	Program Director		X										
<a href="#">Bruce Piatt, MD, Orthopedics</a>	Program Director		X										
<a href="#">Lindsey Dahl, MD, Geriatrics</a>	Program Director		X										
<a href="#">Matthew Tinquely, MD, Hematology Oncology fellowship</a>	Program Director		X										
<a href="#">Lara Lunde, MD, Fargo FM</a>	Program Director		X										
<a href="#">Jau-Shin Lou, MD, Neurology</a>	Program Director		X										
TBD, MD, Internal Medicine	Resident member												
TBD, MD, Internal Medicine	Alternate representative												
<a href="#">Trisha Nelson, MD, Psychiatry</a>	Resident member		X										
<a href="#">Amanda Stadem, MD, Psychiatry</a>	Alternate Resident member		X										
<a href="#">Joyce Jimenez Zambrano, MD, Neurology</a>	Alternate Resident member		X										
<a href="#">Praneeth Thadi, MD, Neurology</a>	Resident member												
<a href="#">Dana Nielsen, MD, General Surgery</a>	Resident member		X										
<a href="#">Conor Roche, MD, General Surgery</a>	Alternate Resident member												
<a href="#">Mark Wiche, MD, Transitional Year</a>	Alternate Resident member		X										
<a href="#">Austin Promersberger, MD, Transitional Year</a>	Resident member	X											
<a href="#">Christopher Grenz, MD, Fargo FMED</a>	Resident member												
<a href="#">Heather Bruggeman, ME, Fargo FMED</a>	Alternate Resident member	X											





Cornelius Dyke, MD, Surgery

Chair, Surgery

