

**UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Via Zoom**

January 11, 2022

Meeting Minutes

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	The meeting called to order at 4:00PM.		I.A.5.a)
2. Review of Minutes	a) Approval of December 14, 2021 minutes	A motion was made to approve the December 2021 minutes (Lunde/Raum). The motion was approved by the full committee.	I.B.3.b)
3. Announcements			I.B.4.a).(2)
4. Stipends and position allocation review and recommendations			I.B.4.b).(2)
5. Communication with GMEC	<p>a) UND SMHS policy for SMHS-sponsored events (See Attachment 2) – The new Events policy was discussed. Dr. Becker informed the committee that this policy would affect residency and fellowship graduation ceremonies and events. Dr. Becker reviewed each requirement. Any requests (Approval forms) for exceptions should be sent thru Dr. Becker to Drs. Basson and Wynne for consideration. Final approval would rest with Dr. Wynne.</p> <p>There was some discussion of requirements on campus, at sporting events, etc.</p> <p>There was some discussion of consistency and fairness. Written concerns can go to Dr. Becker to take to Drs. Basson and Wynne.</p>	5a) New policy discussed and brought forward to the residency programs.	

b) E: vote: Annual Institutional Review and Executive Summary approved on January 4, 2022. One correction was made to the number of surgical resident graduates practicing in a rural area—from 1 to 2. Final AIR and Executive Summary with correction (See Attachments 3 and 4) was made and forwarded to Judy Solberg to facilitate submission to the State Board of Higher Education.

Dr. Becker noted a correction in the AIR as listed above.

c) [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

	[REDACTED]		
6. Resident duty hours	a) MedHub Duty Hours Institutional Summary: November 2021. Bismarck, Minot, and Williston: 10/18/21-11/15/21. (See Attachment 7)	Duty hours reviewed. Everyone has been working hard with timesheets, and appears hard work paying off. Congrats to programs on the hard work. Reminder to residents to report hours timely and accurately.	III.B.5
7. Quality of GME Learning and Working Environment	a) Check in with resident/fellow committee members - No issues mentioned by resident members.	No issues reported	I.B.4.a).(2)
8. Curriculum and Evaluation			I.B.4.a).(4)
9. Oversight of program accreditation: Review of accreditation letters, monitoring of action plans for correction of citations and areas of noncompliance.	<p>a) GMEC approval of Annual Program Evaluations submitted in 2020-2021 annual reports (See Attachment 5) Reports brought to the full committee for review and discussion.</p> <p>b) Final report out on 6-4-21 Surgery Special Review (See Attachment 6) -Dr. Johnson gave a report on implementations completed or underway to help address the concerns expressed in the special review.</p> <ul style="list-style-type: none"> a. Faculty – meetings made easier to make attendance more assessable. b. Recognize faculty at an annual award. c. Evaluation of residents- Smart phone app implemented for bedside procedures. Immediate feedback. d. Unmasked evaluations of residents. e. Board passage rate – 2-part passing and 2-year process. New position to discuss board study/prep. 	9a. A motion was made to approve the program annual report submissions and action plans. (Hostetter/Piatt). The full committee approved the submissions/motion.	I.A.3.

	<ul style="list-style-type: none"> f. Organize sessions with graduates. Sometimes boards taken 2 years after graduation. g. Resources – inform nurses to not page during conferences if not emergency h. Safety – residents misunderstood question. Will continue to review with residents. i. Supervision – Faculty reviews underway. j. Duty Hours – education of residents to speak up to avoid violations. Some rotation policy changed to empower residents. 		
10. Institutional Accreditation			I.B.4.b).(6)
11. Annual Institutional Review			
12. Oversight of programs changes			
13. Establishment of Policy and Procedures	<ul style="list-style-type: none"> a) Unfinished Business: Event Notification Policy (See Attachments 8 & 9) - Dr. Becker reviewed the Event notification policy. All changes in red were reviewed. Additions were added from the Board of Medicine on required notifications. b) Program Reports on Letters of Notification to GMEC Procedure (See Attachment 10) – Dr. Becker reviewed past and current procedures. Annual letter of notification clearing a citation would automatically clear the reporting requirement. c) Routine Annual Review of Policies <ul style="list-style-type: none"> a. GMEC Conflict of Interest Policy (See Attachment 11). Discussion no changes in ACGME that effect this policy. Considered reviewed. 	<p>13a). A motion was made to approve the policy as written (Hostetter/Lunde). The motion was passed by the full committee.</p> <p>13b). A motion was made to approve the policy as written (Johnson/Lunde). The motion was passed by the full committee.</p>	I.B.4.b).(1)

	<p>b. Conflict of Interest Policy-Assessment for all SMHS Residents/Fellows (See Attachment 12) Discussion no changes in ACGME that effect this policy. Considered reviewed.</p>	<p>13b) Dr. Schmitz said for Family Medicine, if there were prior difficulties, the department would continue monitoring as a departmental requirement.</p>	
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment	The meeting closed at 4:46.		
Future meeting schedules	The next meeting will be in March 2022. No meeting will be held in February.		

Minutes taken by Kristi Hofer, GME

2021-2022		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		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					
Robert Olson, MD, Psychiatry	Program Director		X	X	X		X	X					
Neville Alberto, MD, Transitional Year	Program Director		X	X				X					
Stefan Johnson, MD, Surgery	Program Director		X	X	X		X	X					
Bruce Piatt, MD, Orthopedics	Program Director		X	X	X		X	X					
Lindsey Dahl, MD, Geriatrics	Program Director			X			X						
Lara Lunde, MD, Fargo FM	Program Director		X	X			X	X					
Jau-Shin Lou, MD, Neurology	Program Director		X		X		X	X					
Katrina Lybeck, MD, Internal Medicine	Resident member		x		x		X	X					
Umama Zareen, MD, Internal Medicine	Alternate representative												
Jinal Desai, MD Psychiatry	Resident member		X	X	X			X					
Jessica McLaughlin, MD, Psychiatry	Alternate Resident member			X			X						
Andrew Sefain, MD, Neurology	Resident member			X	X		X	X					
Joshua Blotter, MD, Neurology	Alternate Resident member												
Eric Curto, MD, Surgery	Resident member						X	X					
Anthony Duncan, Surgery	Alternate Resident member			X			X						
Anastasia Schroeder, MD, Transitional Year	Resident member		X	X	X		X	X					
Yesha Shukla, MD, FMED, Fargo	Resident member			X	X			X					
Israar Mohammed, MD, FMED, Fargo	Alternate Resident member												
Julia Matera, MD, Orthopedics	Resident member		X	X	X		X	X					

Kelly McKnight, MD, Orthopedics	Alternate Resident member												
Phanindra Antharam , MD, Geriatrics fellow	Resident member												
Daniela Kin, MD, Geriatrics fellow	Alternate Resident member												
Voting Members - Minot													
Peter Sandroni, MD, FMED	Program Director			X	X		X						
Sohaib Hussaini, MD, R2, FMED	Resident member			X	X								
Priya Vora, MD, R1, FMED	Alternate Resident member												
Voting Members - Williston													
Peter Sandroni, MD, FMED	Program Director			X	X		X						
Amit Babra, MD, Williston RTT	Resident member												
Amarjot Mann, MD, Williston RTT	Alternate Resident member				X		X	X					
Voting Members - Bismarck													
Jeff Hostetter, MD, FMED	Program Director		X	X	X		X	X					
Ranon Cook, MD, FMED Bismarck	Resident member		X		X			X					
Sumaiya Thakor, MD, FMED Bismarck	Alternate Resident member		x		X			X					
Voting Members - Hettinger					X								
Jeff Hostetter, MD, FMED	Program Director			X	X		X	X					
Janak Patel, MD, FMED	Resident representative												
Michael Luckow, MD, FM	Alternate Resident member												
Advisory Members													
* (Assoc/Asst PD become voting when PD is Absent)			X				X						
Marc Basson, MD , PhD, MBA	Senior Assoc. Dean of Medicine & Research		X		X								
Cathy Houle, MD, FMED	Site Director Hettinger				X		X	X					
James Roerig, Pharm.D., Psychiatry	Associate PD, Clerkship Director*												
Hailey Schepp, MPA	Sanford Health representative				X		X						

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				X								
Angie Flesberg, Surgery	Program Coordinator (Fargo)			X	x		X	X					
Carla Mosser, Internal Medicine	Manager				X		X	X					
Karen Rude, FMED Minot	Program Coordinator (Minot)		X	X	X		X	X					
Beth Ambrosio, Internal Medicine	Program Coordinator		X	X	X			X					
Ashley Jochim, Transitional Year	Program Coordinator		X	X	x			X					
Scott McNamee, Psychiatry	Manager and PC		X	X	X		X	X					
Cecilia Hospidales, FMED Fargo	Program Coordinator (Fargo)		X	X	X		X	X					
Sara King, Orthopedics	Program Coordinator (Fargo)			X	x			X					
Tammy Hruby, FMED Hettinger	Site Coordinator (Hettinger)		X					X					
Greta Loritz, FMED	Program Coordinator (Bismarck)		X		X		X	X					
Ryan Brunetto, FMED Williston	Site Coordinator (Williston)				X			X					
Meghan Jeanotte, Geriatrics	Assistant (GF)												
Gunjan Manocha, Geriatrics Fargo	Program Coordinator (GF)												
Lisa Jorissen, Neurology	Program Coordinator		X	X	X		X						
Ashley Anderson	GME & Neurology		X	X	X		X	X					
Kristi Hofer, GME Office	Admin Officer, GME & SE Campus		X					X					
Guests													
Dinesh Bande, MD, IMed	Chair, Internal Medicine		X	X									
Susan Zelewski, MD, NW Campus	Campus Dean, Clinical Curriculum			X	X								
David Schmitz, MD, FMED	Chair, FMED		X	X	X		X	X					
Andrea Ludwig, HemOnc	PC future HemOnc fellowship							X					

Matthew Tinguely, MD, HemOc	PD future HemOnc fellowship												
Kayla Burchill, MD, Surgery	Assistant PD, Surgery												
Mentor Ahmeti, MD, Surgery	Assistant PD, Surgery			X	X								
Chris Tiongson, MD, Pediatrics	Pediatric Residency PD (pending submission/approval)				X		X	X					
Sarah Julsrud, Pediatrics	Program Coordinator				X		X						
Cornelius Dyke, MD, Surgery	Chair, Surgery						X						