

Phase 1 Committee Meeting Minutes
SMHS
Tuesday, February 6, 2024 – 2pm via Zoom

In attendance: Jon Allen, George Beddow, Kurt Borg, Xuesong Chen, Jane Dunlevy, Kara Eickman, Lauren Huddle, Eric Johnson, Amanda Haage, Minnie Faith, Gunjan Manocha, Susan Zelewski, Pat Carr, Jim Porter, Michelle Montgomery, Susan Eliazer, Morgan Mastrud

Members not in attendance: Mikhail Golovko, Dev Pant, Rick Van Eck

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Jane R. Dunlevy

Minutes Approved by: Kurt Borg and Lauren Huddle

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome and call to order	The meeting was called to order at 2:00 pm via Zoom with a proposed adjournment time of 3:30pm.	Informational
2.) Approval of Minutes	Minutes of January 16, 2024	MSC to approve the 1.16.24 minutes. Xuesong Chen / Kurt Borg // carried.
3. Business	<p>New Business:</p> <p>a. Student Representative Report: (Morgan Mastrud: No student information today.)</p> <p>b. ACTION ITEM: from PIC 1.16.23 meeting: Lauren Huddle will look at CAS options on the oncology and anesthesia drugs to glean information on when these are covered. CAS Exam and covering Oncology and Anesthesia Drugs presented by Lauren Huddle.</p> <ul style="list-style-type: none"> • NBME Customized Assessment Services: Blueprint Builder used for building CAS Exam questions shared. <p>Medications – NBME CAS Database Query: Power Point and other supporting documents are on Blackboard:</p> <ul style="list-style-type: none"> • How accurate is item tally? Item tally reflects questions in Step 1 the tally is 1689 Medication Items. • The granularity in this query shows us what we cover and if there are other items we need to cover with a specialist 	

- Jon Allen added that in the SIM Center we use a drug sheet database reference and put it in every room to use as needed. Medications are not an objective to learning at the SIM Center.
- Kara Eickman said that we are hitting several of the drugs in PCL. We can incorporate to add some drugs if needed. I feel all are being covered from lectures.
- Lauren Huddle said that many items are hitting the same concept repeatedly. Add an hour of lecture for 5 questions to be covered? Useful or not? Is there a good way to figure out between our faculty, what are lectures reviewing in medications?
- Jane Dunlevy said that students have been asking for information on these topics for a few years. Maybe they are not realizing it is being given in PCL and not necessarily in just lectures. Maybe students need to be told to watch for the medications in all learning situations.
- Jane Dunlevy asked Kara Eickman to check with a couple of lecturers, to see if what medications are on exams and do you cover these? Would we want to do this to measure if we are hitting all medications?
- Kara Eickman said she will run through the PCL's and see what medications are in them. She said that if a medication is not in the PCL, we can incorporate the medication from PCL. I cannot compile what medications are hit on in lectures, those can be tricky to count.
- Amanda Haage: If medications are hit quickly through PCL, a 5-minute recorded video, we are providing that medication resources.
- Jane Dunlevy said that students must complete a drug index sheet and they often make a large study list per unit. These are not reviewed by an expert, usually students looking at student lists.
- Pat Carr said that PCL is developing skills to encounter something and if the students don't know to self educate on it even though it may not be on the exam. Students have list of valued sources where they get their information, with lectures and PCL being lowest.
- Jane Dunlevy asked if third party resources are studied the most even though they may not be correct?
- George Beddow said students often do not complete their drug sheets. The value is not highly placed on PCL information, lecture information is seen as most

	<p>valuable. Time availability is the question and how do we help students balance out to focus on PCL more?</p> <p><u>ACTION ITEM:</u></p> <ol style="list-style-type: none"> 1. Kara Eickman will investigate PCL cases and the medications lists- make a full list of medications and break it down into categories and check when and where meds are hit in PCL classes. 2. Jane Dunlevy will send an email to all the lecturers, with the list of medication, asking to check which medications they review in lectures. And if so, which ones and which lecture topic. <p>c. Review committee membership for upcoming elections – Jane Dunlevy</p> <ul style="list-style-type: none"> • Everyone should have received the email from Judy Solberg listing who is done in 2024 on their committee. • Xuesong Chen and Gunjan Manocha, from P1C, are up in 2024. We are asking them to stay on the P1C Committee. • We have a good membership on P1C and want to keep everyone on the committee. <p>d. USMLE Step 1 Review NBME yearly:</p> <ul style="list-style-type: none"> • Susan will send the review to Jane Dunlevy to present at the P1C 3.19.24 meeting, if it is available a that time. 	<p><u>ACTION PLAN:</u> MSC and Vote for Kara Eickman to review all PCL cases; Jane Dunlevy will send an email to all the lecturers, with the list of medication, asking to check which medications they review in lectures. And if so, which ones and which lecture topic. Lauren Huddle / Xuesong Chen // carries to have the data for the 3.19.24 P1C Meeting.</p> <p>Information</p>
<p>4.) Other</p>	<p>a. 2023 GQ questions response evaluation write up (completed through page 7)</p> <ul style="list-style-type: none"> • We will continue review at 3.19.24 P1C meeting 	<p>Information</p>
<p>5.) Tabled Items / Future Items</p>		<p>Information</p>
<p>6.) Adjournment:</p>	<p>Meeting adjourned at 3:02 pm.</p>	<p>Next meeting is March 5, 2024 at 2:00pm.</p>