

**Phase 1 Committee Meeting Minutes**

SMHS

**Tuesday, January 17, 2023 – 2pm via Zoom**

**In attendance:** Marc Basson, Kurt Borg, Pat Carr, Xuesong Chen, Jane Dunlevy, Mikhail Golovko, Amanda Haage, Lauren Huddle, Eric Johnson, Minnie Kalyanasundaram, Michelle Montgomery, Jim Porter, Ken Ruit, Susan Zelewski.

**Members not in attendance:** Jon Allen, Megan Denis, Kara Eickman, Dev Pant, Gunjan Manocha, Steffen Stroh, Rick Van Eck.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** Jane Dunlevy

MSC = motion made, seconded, carried

**Minutes Approved by:** Kurt Borg and Eric Johnson

| AGENDA ITEM                            | SUMMARY  | ACTION/FOLLOW-UP  |
|--|--|---|
| <b>1. Welcome/call to order</b>        | Dr. Jane Dunlevy, co-chair called the meeting to order at 2:00 pm via Zoom with a proposed adjournment time of 3:30pm.   | Informational   |
| <b>2. Approval of Minutes 12.20.22</b> |  | <b>MSC to approve the 12.20.22 minutes. Kurt Borg / Michelle Montgomery // carried.</b>   |
| <b>3. Business</b>                     | <b>a. Student Report</b><br>Welcomed the class of 2026 representative George Beddow.   | Information   |
|  | <b>b. Phase 1 Military Leadership Elective</b><br>There are a few students that are in the military and are required to do a leadership course through the military. We are proposing to give them credit for this because they will be learning lots of leadership skills.  | <b>MSC to recommend approval of the Phase 1 Military Leadership elective. Susan Zelewski / Michelle Montgomery // carried.</b>  |
|  | <b>c. Bootcamp Schedule Review</b><br>Bootcamp is a component of Unit 8 and will be included in the unit 8 grades. Students will have to pass a bootcamp doctoring skills just like they would for a normal unit doctoring skills. The schedule looks busy because there is a lot of overlap. We have to divide the class in half for the simulations but all students have something on their schedule for every hour between 8am and 5pm, with either a lecture, simulation or self-directed time, so if they see a gap that should trigger them to find out where they should be.<br><br>It was noted they students were assigned the Epi Pen module but were not notified that it needed to be completed before bootcamp started. Discussed if we could push back the deadline and might be affected | <b>MSC to recommend approval of the Bootcamp schedule. Lauren Huddle / Susan Zelewski // carried.</b><br><br><b>MSC to allow Dr. Jon Allen to pick a later deadline for the Epi Pen</b> |

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|  | <p>with the schedule. Would like to have Dr. Jon Allen make the decision if activities can or should be rearranged and when the deadline should be.</p> <p>At the end of bootcamp there are a few sessions to prepare the students for clerkships. We will have the schedule released to students one week in advance just like the other unit schedules, and we are aware they want more details sooner. Dr. Jane Dunlevy will follow up Dr. Kurt Borg's email from last week to them to repeat the times for each day and that they will have the schedule no later than Thursday this week.</p>   | <p><b>online module and allow him to decide if the procedure can be delayed or not. Lauren Huddle / Susan Zelewski // carried.</b></p> |
|  | <p><b>d. GQ #38-50</b><br/> <b>#38 – Mistreatment Reports</b><br/> We had a 90% reporting and are doing well with education students on how to report if they need to.</p> <p><b>#39 – Frequency students experienced or seen mistreatment</b><br/> We are lower than the national average. There was a report of personal services for a preceptor and we did try to investigate but this was not reported in real time and were unable to find further details.</p> <p>There was one report of a sexual advance experienced by a student and this was not report in real time, and the GQ was the first time we saw this. Real time reporting is important so that we can address them and help students.</p> <p>There was an incident about gender discrimination that was reported and by that time the preceptor no longer practices in the state. We also had a delayed report another incident and Dr. Marc Basson did address that issue once we were aware.</p> <p>When we do received comments in real time Dr. Susan Zelewski does work with the student, if they are worried it will affect their current rotation. Also, we have additional data from the students, and they did provide us with some powerful and clarifying comments about what they are experiencing in the clinical settings. Some of the comments also highlight reasons why students would not be returning to North Dakota to practice. This will help us to education our preceptors as well and help us refocus on our goal to education physicians to remain in the state.</p> <p><b>#40 – 42</b><br/> We scored lower than all medical schools, but still have students reporting that they were publicly humiliated in the pre-clerkship of their education.</p> <p><b>#46 – 48</b></p> | <p>Information</p>   |

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|                          | We did review the questions and we below all medical school scored.  |                                |
| <b>6. Other Business</b> | <p>Future Agenda Item:</p> <ul style="list-style-type: none"> <li>• AY 21-22 Phase 1 Report</li> <li>• AY 21-22 U3, 4 &amp; 5 &amp; US 8 reports;</li> <li>• AY 22-23 U1, 2, 6, 7</li> <li>• Medical Students as TA's (Haage)</li> </ul> <p><u>Tabled</u></p> <ol style="list-style-type: none"> <li>1. Medical Student Lecture Attendance for Active/Interactive Learning <i>(continued)</i> <ol style="list-style-type: none"> <li>a. Amount to outside lecture payment for learning modality</li> </ol> </li> </ol> |                                |
|                          | Meeting adjourned the meeting at 3:25 pm.  | Next meeting February 7, 2023. |