

Phase 2 Phase 3 Committee (P2P3C) Meeting Minutes
 Tuesday, August 8, 2023 @ 5:00 pm via Zoom

In attendance: Dane Breker, Bryan Delage, Scott Engum, Sabha Ganai, Alicia Norby, Paul Olson, Lisa Schock, Kamille Sherman, Chris Tiongson, Susan Zelewski, Sandi Bates, Pat Carr, Minnie Kalyansundarum, Andy McLean, Jim Porter, Sara Westall, Andrea Guthridge, Kassie Lutz, David Schmitz, Christina Walker-Basu, Kathy Camburn, Kristi Hofer, Stephanie Reilly, Carla Beach, Marlys Peterson, Diane Roney, Jon Allen, Erin Snyder, Anna Haberman-Cherne, Wendy Breitbach, XanMarie Kofstad, Tia Simpa

Minutes submitted by: Dawne Barwin

Reviewed by: Susan Zelewski

Approved by: Dane Brekker and Kamille Sherman
seconded, carried

MSC = motion made,

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:02 p.m. by the chair Dr. Susan Zelewski.	Information
2. Approval of July 11, 2023 minutes.		MSC to approve the 7.11.23 minutes. Kamille Sherman / Chris Tiongson // carried.
3. Student Check-in	None.	
4. Old Business	<p>a.) Policies and Procedures: Susan Zelewski</p> <ol style="list-style-type: none"> 1. Clerkship Professionalism procedure 5.10 <ul style="list-style-type: none"> • This is still tabled and when it is completed everyone will receive a copy for review. 	Information

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5. New Business	<p>SHaPE Sustainability Department Update: Jon Allen and Erin Snyder</p> <ol style="list-style-type: none">Erin Snyder is the SHaPE Coordinator, she discussed what has been happening with the 2023-2024 year and scheduling. She also emphasized they are trying to work with the 6-month policy.Susan Zelewski asked when she says a 6-month policy, do you mean scheduling 6 months ahead so that everyone can get it on their calendar?Erin Snyder said that is correct. If they are still practicing, they need a 6-month window otherwise it is really difficult to navigate. Also, anything farther out than 6 months can be difficult too.We try to get UND affiliated instructors, professors and assistant professors to facilitate the events. When we cannot we try practicing physicians from North Dakota and western Minnesota and they work out well after training.Susan Zelewski reminded that if the new facilitator is non-UND affiliated and they want to be put on the schedule regularly they need a faculty appointment.Erin Snyder said the other thing they are working on is to obtain preceptors for the focused H&P filled in the next couple of months, well in advance of the event scheduled for early spring of 2024. <p>b.) Faculty update Minot Annual Report</p> <ol style="list-style-type: none">Susan Zelewski said when we reviewed the Minot annual report this year there was a notion of a potential upcoming faculty shortage for clerkship faculty.Paul Olson said we had a few surgeons who left, but we have had a couple of new family medicine people coming on board as well as a surgeon. We have an internal medicine person also joining. There is a new urologist coming soon and we are hoping to have him join as well.Susan Zelewski asked does this provide enough faculty for our current cohort to meet all their requirements for their clerkships?Alicia Norby said that yes, so far, the current students can make their core requirements.Susan Zelewski said to make sure they have faculty appointments if they are going to be teaching students.David Schmitz added that they have faculty positions open in Minot and Bismarck for faculty physician, faculty recruiting and behavioral science. These are both full time and	<p>Information Dr. Allen and Erin will keep the committee apprised of ongoing challenges.</p> <p>Information</p>
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part time. These positions are posted, if anyone knows of someone interested just point them to the posting.

c.) Step 1 Prep Course Timing Class of 2026 (Tabled from last meeting) Dane Breker

1. Susan Zelewski asked if we are going to continue with the same 6 periods of Step 1 Prep in the Phase 2 schedule that we had this year for the class of 2026? If we were able to go down from 6 periods, we didn't have those 2 winter periods that would make the students happy. The reason they are there is to allow for better scheduling.
2. Dane Breker stated that if the ask is to have more students on rotation, Bismarck would not do well for neurology.
3. Kristi Hofer said for Fargo if you reduced the rotations that would also be difficult for neurology scheduling
4. Discussion on this matter and a motion was made to keep the 6 periods instead of 4 in the Step 1 Prep Course.

d.) Phase 2 to 3 Transition Timing Schedule for Class of 2025: Susan Zelewski

1. Susan Zelewski recapped the introduction from last meeting that with the current curriculum transition, we do not have transition between P2 and P3 in place for the Class of 2025, which means that students moving campuses do not have time to move or go through their orientation for the new health system. We have 2 options:
 - a. Option 1: End their last rotation 2 days early and start the first rotation of P3, 2 days late in order to give them a long weekend. Students felt this option would give them enough time to transition.
 - b. Option 2: Move a week of their summer vacation from June into P2 and P3. The drawback of this option is those new P3 students would be a week off from the cohort behind them.People wanted to take this back to their departments and campuses and ask which option works best.
2. Kamille Sherman said that family medicine would be good with option 1. We wouldn't want to be testing one cohort on Wednesday and another on Friday.
3. Kristi Hofer said there aren't many students in Neurology at the end of the year. Option 1 would work for us.

MSC to keep the 6 periods instead of 4 in the Step 1 Prep Course Timing for Class of 2026. Kamille Sherman / Bryan Delage // carried.

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	<p>4. Susan Zelewski said that the students were ok with Option 1 that included 3 moving days. Not all students move but they do have to get the mandatory phase 3 orientation.</p> <p>5. Bryan Delage asked how would we build that into future schedules to make sure we do not have the same issue every year?</p> <p>6. Susan Zelewski said we can look at this option afterwards and see how well it worked and then can build into the future, asking students their opinion.</p> <p>7. Motion was made to vote on Option 1: End the students last rotation 1 day early with shelf exam on Thursday for both cohorts of students and start the first rotation of P3, 2 days late in order to give them a long weekend.</p> <p>e.) Timely Grading Report 2022-2023: Susan Zelewski</p> <p>1. There were no violations of timely grading for clerkships and there were no violations for AI's either. Thank you everyone, for your hard work.</p>	<p>MSC to approve change in transition scheduling to end the last rotation 1 days early and start the first rotation of P3, 2 days late in order to give them a long weekend. Bryan Delage / Kamille Sherman // carried.</p>
<p>6. Electives</p>	<p>None today.</p>	
<p>7. Reports from Committees</p>	<p>a.) UMEC - Dr. Zelewski: UMEC met twice since our last P2P3c meeting. At the 7.12.23 UMEC meeting the Family Medicine AI at Park River, the PMR rotation at PAM in Fargo were approved. The admissions requirements for medical school admissions had minor wording changes, was approved. The lottery and alternative trading process for regional campus assignments was approved. The Quantitative Report by cohorts for Midyear Survey was partially reviewed. The GQ came back for the Class of 2023 and looks good. Once it goes to the LCME Deans quality improvement panel it will come back to this committee. Know that our hard work has been paying off.</p>	<p>Information</p>
	<p>b.) GMEC –Dr. Zelewski: We determined departments will be able to make own rules about whether residents may provide continuity care for an attending faculty member of the department. This is not a relationship that should be there regularly. We have reviewed the policy about being able to take their specialty boards. We heard updates from our new programs and our new fellowship.</p>	<p>Information</p>

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	c.) EASRC – Dr. Zelewski: This committee is off for the summer.	Information
	d.) CEMC – Dr. Zelewski: CEMC is working on the yearly reports and I am writing the P2 and P3 report currently.	Information
8. Area Updates	None.	Information
9. Pending Agenda Items	a) Professionalism policy: This is on hold until MPPRC sends to P2P3C.	
10. Adjournment	Meeting was adjourned at 5:40 pm.	<i>The next regular meeting is scheduled for September 12, 2023, at 5:00 pm.</i>