

Phase 2 Phase 3 Committee (P2P3C) Meeting Minutes
 Tuesday, May 9, 2023 @ 5:00 pm via Zoom

In attendance: Jane Dunlevy, Sabha Ganai, Devendranath Mannuru, Luke Roller, Lisa Schock, Kamille Sherman, Chris Tiongson, Susan Zelewski, Marc Basson, Sandi Bates, Minnie Kalyansundaram, Jim Porter, Erin Snyder, Sara Westall, David Schmitz, Christina Walker-Basu, Marlys Peterson, Tracy Steffes, Patrick Carr, Kassie Lutz, Tyler Safgren, Jon Allen, Dinesh Bande, Wendy Breitbach

Minutes submitted by: Dawne Barwin

Reviewed by: Susan Zelewski

Approved by: Lisa Schock and Jane Dunlevy

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:04 p.m. by the chair Dr. Susan Zelewski.	Informational
2. Approval of April 11, 2023 minutes.		MSC to approve the April 11, 2023 minutes. Lisa Schock / Kamille Sherman // carried.
3. Student Check-in	Welcome Tyler Safgren to the P2P3C meetings.	
4. Old Business	a.) Policies and Procedures 1. Clerkship Professionalism Procedure 5.10 It is part of the overall Professionalism Policy that is being worked on at MPPRC and we will bring it back to this committee once the edits are done.	Information
5. New Business	a.) Start date of AY 2023-2024 1. Due to the 4 th of July falling on Tuesday, Altru will be closed on Monday July 3 rd and many departments have noted difficulty getting preceptors for that day. Because of this, do we want to change the start day of phase 2 &3 to July 5 th for AY 23-24? b.) SHaPE Annual Report: 1. Jon Allen explained what he and Erin Snyder put together based on needs for the SHaPE program. They rewrote the objectives with better terms to make them measurable and easier to monitor performance. We added an objective	MSC to recommend approval of start date for AY 2023-2024 P2P3 to July 5, 2023. Kamille Sherman / Lisa Schock // carried. MSC to recommend approval SHaPE Annual Report and move to UMEC

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	<p>about documentation skills. Focusing on patient history and physicals for the students.</p> <ol style="list-style-type: none"> 2. Erin Snyder explained that they will still do the 6 clerkship simulations. The purpose for the documentation objective was to encourage improvement of these skills. 3. Susan Zelewski added that the only change in the calendar is that the last session will need to be in April with the early change to phase 3 starting with the class of 2025. <p>c.) Splitting Clerkships</p> <ol style="list-style-type: none"> 1. Susan Zelewski explained the ask from clerkship directors to specify the circumstances in which we would split clerkships in an unplanned fashion. We do have a scheduling procedure that we can add this information to. 2. It was also discussed that splitting clerkships to accommodate early away rotations is not anticipated to happen in the future with the earlier transition to phase 3. 3. Kamille Sherman said that knowing there is a process in place and with the calendar change taking place this will take care for this as well. 	<p>approval with date change mentioned. Chris Tionson / Lisa Schock // carried.</p> <p>Discussion, no motion.</p>
<p>6. Electives</p>	<p>a.) Sanford Rehab Rotation 9224.01 elective Susan Zelewski explained it is on hold on request of the department for some improvements in the course itself. This is an FYI for this committee.</p> <ol style="list-style-type: none"> 1. Dinesh Bande explains that there had been a lot of struggles for that rotation. <p>b.) New Rural Elective: Two teaching sites for rural elective.</p> <ol style="list-style-type: none"> 1. The 2 new sites will be Rugby for a 2-week site and Tioga will also be 2 weeks. The idea is that students will complete this rural elective after their Family Medicine clerkship. This will give them a bit more rural experience. We will have the student connect with the administrators and community members to dig into the health needs and write an assessment of their overall experience. 	<p>MSC to recommend to put the Sanford Rehab Rotation 9224.01 elective on hold and to recommend the New Rural Elective and move to UMEC for approval. Lisa Schock / Chris Tionson // carried.</p>

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7. Reports from Committees	a.) UMEC - Dr. Carr 1. We talked about the modifications to the Step 1 Prep Program we approved. 2. We had discussion on updates to policies and language within the policies and approved policies at the last meeting. 3. Susan Zelewski spoke of the updates to the specific to away rotations and the grades received by the students will match what has been given as long as they are specified in policy. If the grade is not specified in policy, the department chair at UND SMHS will assign the closest applicable grade.	Information
	b.) GMEC –Dr. Zelewski Did not meet.	Information
	c.) EASRC – Dr. Tinguely No report.	Information
	d.) CEMC – Dr. Zelewski Is continuing to get updates to the controlled vocabulary list and in the next few months I will send those to you to update any new keywords that apply to your clerkship objectives.	Information
8. Area Updates	a.) Susan Zelewski reminds everyone that at the June 13, 2023 P2P3C meeting we will be reviewing our clinical policies.	Information
9. Adjournment	Meeting was adjourned at 5:26 pm.	<i>The next regular meeting is scheduled for June 13, 2023, at 5:00 pm.</i>