

Phase 2 Phase 3 Committee (P2P3C) Meeting Minutes
 Tuesday, June 13, 2023 @ 5:00 pm via Zoom

In attendance: Dinesh Bande, Dane Breker, Bryan Delage, Jane Dunlevy, Scott Engum, Sabha Ganai, Devendranath Mannuru, Joshua Morrell, Lisa Schock, Kamille Sherman, Chris Tiongson, Susan Zelewski, Tyler Safgren, Marc Basson, Sandi Bates, Pat Carr, Minnie Kalyansundarum, Jim Porter, Sara Westall, Rick Van Eck, Kassie Lutz, David Schmitz, Christina Walker-Basu, Kathy Camburn, Bree Eliason, Tracy Steffes, Anna Haberman-Cherne, Wendy Breitbach, Carla Beach

Minutes submitted by: Dawne Barwin

Reviewed by: Susan Zelewski

Approved by: Chris Tiongson and Wendy Breitbach

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:02 p.m. by the chair Dr. Susan Zelewski.	Informational
2. Approval of May 9, 2023 minutes.		MSC to approve the May 9, 2023 minutes. Lisa Schock / Jane Dunlevy // carried.
3. Student Check-in	Susan Zelewski let Tyler Safgren know to let his fellow students know about many emails will be coming from her office in the near future regarding applications and the match process and to read them so they do not miss anything important.	Information
4. Old Business	None.	
5. New Business	<p>a.) Telehealth Badge Proposal: Rick Van Eck</p> <p>1. UMEC approved the badging as an official instructional and assessment tool within the medical curriculum. Badging was approved with a specific set of requirements and they are very rigorous. Badging can be optional or mandatory and can have up to 3 levels. If the badge is mandatory one level might be mandatory and others optional. The idea is to offer opportunities to document and assess competencies which are hard to measure through our standardized assessment measures. For example, the IPC badge, if you are trying to promote interprofessional action as a physician we can capture that action with the badge when students in Phase 2 and 3, to identify some opportunity for interprofessional interactions that they</p>	

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participate in during their normal clerkship or AI experiences. They document and submit that evidence for the badge. This keeps us from having to formally assess or test.

2. Dr. Van Eck is proposing a Telehealth Badge that has one level to start with and that first level is mandatory. It will be comprised with existing curriculum so we will be pulling out and identifying Telehealth experiences and knowledge that students get as a part of the program.
3. Rick Van Eck shared the Telehealth Proposal. In the future we will add levels 2 and 3 when activity availability is broad enough for all students to participate if desired.
4. The Telehealth Badge will roll out for the Class of 2027 and the Badges will be placed on the students' Dean's Letter.
5. Rick Van Eck will be the "Badge Champion", being the person who monitors, assesses, ensures that any problems are addressed and reports as needed.
6. Motion for P2P3C to recommend Telehealth Badging to UMEC.

b.) Policy 4.7: Approved by UMEC, Shared with the committee for information

c.) Yearly Clinical Policy and Procedure Review: Susan Zelewski - P2P3C will approve all the Yearly Clinical Policies and Procedures at the end of this section as a whole.

1. 3.2 Conflict of Interest Assessment: Only changes are typographical in the definition section and there were no other edits.
2. 4.3 Duty Hours for Medical Students: We have edited this recently and there were just a few typographical and grammatical changes. Changed the CSCS to P2P3C in the document and we are still in alignment with the ACGME for duty hours requirements.
3. Limitations to Specialty Electives (see above): We updated a year ago we approved that a student cannot take identical elective courses within the UND curriculum other than the research elective. That is now written in the policy under #2 procedures.

MSC to recommend Telehealth Badge Proposal move to UMEC for approval. Lisa Schock / Devendranath Mannuru // carried.

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4. 4.11 Student Immunizations: Dr. Zelewski proposes #3 required immunizations to be all students must have the TDAP every 10 years to be up to date. There are continued cases of Pertussis in our state every year and this will best protect the patients the students work with.
5. 4.13 Third Year Elective Days: There is one change on the table that still says Neurology does not allow elective day, whereas the rest of the text says that they do allow one elective day.
6. 4.15 Visiting Medical Students: No edits needed. We do allow observerships but only at our affiliated sites (that procedure will be presented next month).
7. 4.18 Excused Absences/Tardiness for Phase 2 and 3 Students: No edits needed.
8. Clinical Supervision: This one only needs terms and title updates.
9. 5.7 Clerkship Grade Submission Procedure: This policy gets a tile change since Dr. Basson is leaving, we will wait for the new titles for the changes. Also applies to AI grade submission procedure.
10. 5.8 Acting Internship Timely Grading Procedure: No editing needed at this time.
11. 5.9 Away Elective Approval Procedure: With the change in Alissa Hancock's position and tile, the policy has been updated.
12. 5.11 Clerkship Grading Procedure: This summarized the percentages of each item and the way to get exemptions granted for those standardized grading procedures. There are no changes.
13. 5.12 Residents as Teachers Procedure: There was one title change at the end.
14. 5.13: Clinical Rotation Scheduling Guidelines: We need to reword this regarding when to go to the Department Chair, if the elective is full a request for that elective is not feasible. This procedure will come back to the committee after final edits approved by UMEC.
15. Clerkship Shelf Re-examination Procedure: Only one typographical change.

Susan Zelewski recommends that P2P3C take all the above policies and procedures with any typographical and edit changes, go to MPPRC and then to UMEC for approval.

d.) New AY 2023-2024 Committee ad Activities Calendar

MSC to recommend that Clinical Policies and Procedures discussed move to MPPRC and then to UMEC for approval. Bryan Delage / Camille Sherman // carried.

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	<p>e.) Vote for AY 2023-20243 Chairperson for P2P3C:</p> <ol style="list-style-type: none"> 1. Susan Zelewski opened the floor for nominations, recommendations or self-nominations. She called for nominations, recommendations or self-nominations a second time. She called for nominations, recommendations or self-nominations a third time. 2. Bryan Delage nominated Susan Zelewski to chair the P2P3C 2023-2024 annual year. Jane Dunlevy seconded the nomination. 3. Susan Zelewski accepted the nomination and called for a vote. The vote passed. 	<p>MSC to nominate Susan Zelewski to Chair the 2023-2024 P2P3C. Bryan Delage / Jane Dunlevy // carried.</p> <p>P2P3C called vote for Susan Zelewski to Chair the 2023-2024 P2P3C. Passed.</p>
<p>6. Electives</p>	<p>a.) Electives for P2P3C: Susan Zelewski</p> <ol style="list-style-type: none"> 1. Dermatology Trinity Health: There were edits and a new section. The edits are to use the controlled verb list. We used standardized verbs and matched to competencies, the content did not change, just the standardized objectives. 2. Bismarck Sanford Pathology Acting Internship: There are some edits and a new section. We used standardized verbs and matched to competencies, there was one evaluation measure to cover. This elective suggestion came from a student. 3. Family Med AI Perham: There is a new section that is identical to the other Family Med AI's. This was also a student suggestion. 4. Med-9604-02: Interprofessional Elective Phase 2: We edited the logistics of the elective. Students reaching out to schedule electives can differ by campuses, so they now need to coordinate through the campus office. 5. INMED9210 Hospice and Palliative Medicine: There were some edits and verb mapping. 6. Intro to Emergency Medicine: Each campus has its own section and the edits are really involved with the educational activities as well as the criteria for honors. 	<p>MSC to recommend to take the electives on this agenda and move them to UMEC for approval. Bryan Delage / Dane Breker // carried.</p>

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	<p>7. Wilderness Medicine: This is a new course offered in the last period of the year.</p> <p>Susan Zelewski asked for a recommendation for approval of all the above elective courses.</p>	
7. Reports from Committees	a.) UMEC - Dr. Carr	
	b.) GMEC –Dr. Zelewski	
	c.) EASRC – Dr. Tinguely	
	d.) CEMC – Dr. Zelewski	
8. Area Updates	a.) Sandi Bates introduced Janet Anderson as the new Minot Librarian. Welcome.	Information
9. Adjournment	Meeting was adjourned at 6:13 pm.	<i>The next regular meeting is scheduled for July 11, 2023, at 5:00 pm.</i>