

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, July 27, 2022 - 4:30 PM, via Zoom

In attendance: Marc Basson, Kurt Borg, Pat Carr, Jane Dunlevy, Kara Eickman, Erik Heitkamp, Eric Johnson, Erika Johnson, Minnie Kalyanasundaram, Jim Porter, Adrienne Salentiny, Ken Ruit, Susan Roe, Chernet Tessema, Sara Westall, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Pat Carr

Minutes Approved by: Susan Roe and Kara Eickman

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Chair Dr. Patrick Carr called the meeting to order at 4:30 pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
2. Approval of Minutes	July 13, 2022	MSC to approve the 7.13.22 minutes. Erik Heitkamp / Susan Roe // carried.
4. Student Check-in		No report
5. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)	<p>1. Committee Reports</p> <p>i. Committees</p> <p>a. P2P3C</p> <p><u>Verbal Report:</u></p> <p>i. AY 21-22 Annual Tracking Summary Phase 2/3 tracking from last year and continuing to improve the H&P and we continue to work on improve and Surgery has added this as part of their mid-clerkship feedback to ensure that they are completed.</p> <p>We had one student report violating duty hours but they were on home-call and there was come confusion and they ended up violating the policy. P2P3C is working adding FAQ's to the policy to provide different scenarios to help clarify the policy.</p> <p>All students reported that they knew about the Mistreatment Policy and the procedures. We did have title IX reports that have been addressed. The first one was addressed through Office of Student Affairs and UND. There were</p>	MSC to approve the Annual Tracking Summary, Annual QI/PS Report and the POCUS elective. Jane Dunlevy / Susan Roe // carried.

also reports of a few preceptor's unprofessional behaviors which included using speaker phone regarding patients, taking personal call during teaching time or talked about a patient in a public area. All these have been addressed with the preceptors and/or with general education for the entire department. There was one case where the student was reassigned, and that preceptor did not provide feedback for the student. The last incident was a student was directed to do a genital exam on a teen without supervision and this goes against our policy and was reported at the end of the year, so could not have been addressed sooner. This preceptor is no longer associated with UND and no longer practicing in the state.

ii. AY 21-22 Annual Qi/PS Annual Report

This is the first year that this course is required for a grade. Everyone passed with no remediations. The course is completed through the Internal Medicine department, and Dr. Dinesh Bande is the Course Director. Once students complete the course they receive a certificate of Quality and Safety, as they go into residency.

iii. POCUS Elective

Images are going to be stored on a database and we are waiting for the hospital consent form to attach with the elective to allow us to use images for educational purposes. If a publishing situation were to arise that would require a different consent form from the patient. As this course is approved for other campuses we will gather the consent forms from them as well.

Also, noted that P2P3C has recommended that we allow student to travel internationally for away electives again. With the stipulation that it can change in the future.

iv. Phase 2 Scheduling for Step Prep Course (starting Class of 2025)

UMEC has asked P2P3C to consider the timing of the STEP 1 & 2 Prep required course. We are recommending the changing the start of phase 3 up a month, so it's the same time frame for phase 2 & 3 just the transition moved. There will be seven offerings of the Step Prep course. Makeup and

remediation timing were considered along with keeping the vacation time. Neurology will be splitting their clerkship in Grand Forks and Bismarck and Surgery in Bismarck is still considering if they will split their clerkships. ROME students will not be able to take the STEP Prep course during their ROME site time.

The timing for the CSPR is still questionable, and waiting to work out that timing with Dr. Jon Allen and the SIM schedule. Remediations are a concern and are going to be discussed at the next Campus Deans meeting.

We did have the student representative share the schedule with students and the only suggestion they had was to consider having two versions of the STEP Prep course, which is a discussion for another meeting.

ACTION ITEM: students will be notified of the change at the next heads up meeting for the class of 2025 by Pat Carr, shared with the career counselors and Dr. Susan Zelewski will also address it at their ACHIEVE session with her their first week back.

Consent Agenda: Minutes 6.14.22

b. CEMC

Verbal Report: We are aware that reports are due and are working processing data to share with the appropriate chairs by the end of the week.

Consent Agenda: Minutes 6.13.22

c. P1C

Verbal Report:

AY 20-21 US 5 Report

AY 20-21 US 6 Report

AY 20-21 US 7 Report

Consent Agenda: Minutes 6.21.22

MSC to approve the Phase 2 scheduling for STEP Prep course starting with the class of 2025. Erik Heitkamp / Kara Eickman // carried.

MSC to approve the P2P3C 6.14.22 minutes, with the approval of international travel be allowed for students; with the stipulation that this can change in the future. Erik Heitkamp / Jane Dunlevy // carried.

Tabled P1C report.

MSC to approve the P1C 6.21.22 minutes and the CEMC 6.13.22 minutes. Erik Heitkamp / Kara Eickman // carried

	<p>d. MPPRC <u>Verbal Report:</u></p> <p>i. <u>Addressing consolidation of multiple policies and procedures concerning students (un)professional behavior</u> In the reviewing of policies, it was noticed that there are several policies that address professionalism as a student. The committee would like to see all the policies combined into one policy for the professional behavior expectations for students. The clinical faculty would like to see a standard of expectations outlined. It was also suggested that a diagram (flow chart) be included to help students understand the expectations and procedures.</p> <p>ii. <u>Policy 4.4</u> The policy has been reviewed by the committee twice and Drs. Kurt Borg and Pat Carr were consulted for accuracy of the procedure. The terminology was updated for clarity with no substance of the policy.</p> <p><u>Consent Agenda:</u> Minutes 6.13.22</p> <p>e. DEIC <u>Verbal Report:</u> <u>Consent Agenda:</u></p> <p>f. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC <u>Verbal Report:</u></p> <p>g. Ad hoc Committees: none</p>	<p>MSC to have MPPRC combine the policies into one policy and to also outline clear standardized expectations of professionalism that can be used for all phases. Erik Heitkamp / Susan Zelewski // carried.</p> <p>MSC to approve Policy 4.4. Erik Heitkamp / Kara Eickman // carried.</p> <p>No report</p> <p>No report</p>
<p>6. Special Orders</p>	<p>a. Curricular LCME draft finding – informational (Self-directed learning time, formative feedback) We have the initial draft of the LCME report was reviewed and discussed. A lot of the finding were based on student perception. Discussed a few of the finding and the student’s perception and how the curriculum has changed since the students were surveyed and we need to continue check with students in these areas to ensure that we continue to improve.</p>	<p>Informational (reviewed 2.6, 3.2, 6.3)</p>

	b. DEI Webinar list from AAMC - FYI There is a website for free webinars about diversity called IDEA. Pat Carr has forwarded this resource to the DEIC committee as well.	Informational
	c. Committee membership to include western campus representation (UMEC, MSAC, MSAPC)	Tabled
	d. Mid-unit formative feedback form (one pager with attestation)	Tabled
	e. Anonymous Feedback from Students	Tabled
7. Unfinished Business	a. Review of action item table	
8. Other Business		
9. Adjournment	Meeting was adjourned at 6:03 pm Next Meeting – August 10, 2022 – 4:30 PM, Zoom	Information