

Clinical Science Curriculum Committee (CSCC) Meeting Minutes
Tuesday, November 10, 2020 @ 5:00 pm via Zoom

In attendance: Marc Basson, Michael Booth, Pat Carr, Bryan Delage, Stacie Klegstad, Devendranath Mannuru, Alicia Norby, Marlys Peterson, Jodi Rathjen, Jim Roerig, Luke Roller, David Schmitz, Kamille Sherman, Jon Solberg, Chris Tiongson, Susan Zelewski.

Not in attendance: Dinesh Bande, Chris DeCock, Mac Dyke, Minnie Faith, Walter Kemp, Scott Knutson, Parag Kumar, Jau-Shin Lou, Dennis Lutz, Jay MacGregor, Jim Porter, Michael Storandt, Steve Tinguely, Susanna Warner.

Minutes submitted by: Alissa Hancock

Reviewed by: Susan Zelewski

Approved by: Michael Booth and Dev Mannuru

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:03 p.m. by the chair Dr. Susan Zelewski.	Informational
2. Approval of October 13, 2020 minutes		MSC to approve the October 13, 2020 minutes. Bryan Delage / Michael Booth// carried.
3. Old Business	<p>a.) Policies and Procedures</p> <p>a. Policies Review Update</p> <p>b. Covid-19 related concerns</p> <p>Please remind students that they must follow the COVID-19 protocol rules. We cannot have them showing up ill and not practicing social distancing. As we do not want to lose our privileges in the clinics.</p> <p>Because we are breaking clerkships up into two sections please check and ensure that students are receiving mid-clerkship feedback and make it clear to them that they did receive it. Do a quick review of their feedback and ask if they did an H & P and if not make sure it is completed. We need to be as prepared as possible in anticipation that clinics might close for students again as cases have been rising. Susan Zelewski will communicate the need to clerkships to check in with students week 1 of the second portion of the clerkship to remind the students of their mid-clerkship feedback as well as to ensure an observed H&P has been done.</p>	Informational

Clinical Science Curriculum Committee (CSCC) Meeting Minutes
Tuesday, November 10, 2020 @ 5:00 pm via Zoom

<p>4. New Business</p>	<p>a.) Family Medicine Annual Report</p> <p>Goals and objectives in a separate document have been implemented this year. The second attachment shows all the encounters for the year. There was a higher than normal alternative methods used due to COVID-19. Honors were given to 27 students and one student had to retake a shelf exam and then passed.</p> <p>Students would like more clarification on what is going to be covered on the shelf exam. However, we do review all the study materials available and Aquifer cases that will be similar to those on the shelf exam. They also did not like that we were combining video conference and professor rounds because they were too long. We have now separated those into two sessions.</p> <p>All objectives and competencies are emailed out annual to preceptors/faulty and residents. We have also started to provide CME if they attend our faculty development session. This will also help us because they will provide us feedback and we can keep improving as a department. We have also removed the p-factor from our grading as it was not easily translated into Leo.</p> <p>We have also added and removed some sites from last year.</p> <p>Questions/discussion from committee: Clarification is needed in the report on remediation. Students who do not receive satisfactory preceptor evaluation or fail the shelf exam twice will remediate and receive an S/U grade. Students are allowed to take the shelf exam once and still pass satisfactorily with re-examination only. They will receive an incomplete until the re-examination occurs.</p> <p>Discussion on the number of in-patient/out-patient experiences students are receiving at each site and how many total. The initial ranges submitted with this report reflect individual sites. However, with combined 4 week blocks at 2 separate sites, it does not reflect an individual students' experience. Some</p>	<p>Edits requested, revised report to return to committee in December or January.</p>
------------------------	---	---

Clinical Science Curriculum Committee (CSCC) Meeting Minutes
 Tuesday, November 10, 2020 @ 5:00 pm via Zoom

	<p>students will be polled so that we can get an average number. The results of the poll and report will come back to the committee in December or January.</p>	
	<p>b.) ROME Annual Report</p> <p>There are 2 steering committee meetings annually. The feedback from students is good and the grades are on par with the rest of the class. There has been a little more travel for students so that they can get the encounters they need, but with some explanation and advance notice it has seemed to be ok. We try to have students follow a case longitudinally for example a pregnant woman from before labor to after, so they would to see all the different types of exams. Unfortunately, we cannot guarantee interprofessional experiences with other students, but students are to be watching for those opportunities and if we find out there is an opportunity we work very hard to get those students connected.</p> <p>Goals are to add new longitudinal sites. Currently, we only have 10 hospitals that deliver babies in the state and we are working with a hybrid model currently. Since we assigning students earlier for ROME we are working to get them some rural experience as soon as possible.</p> <p>All the goals, objectives and competencies are sent out annually to all faculty and residents and know what is expected when working with one of our students. We are glad to have Devils Lake back as a site and have added Benson, MN as a site.</p> <p>Committee feedback: Duty hours' education to students has been great with really good increase in compliance. This has included educating students that they need to follow the policy and cannot voluntarily break this rule. Wondered if the steering committee would consider having a student member.</p>	<p>MSC to accept the ROME Annual report. Jon Solberg / Chris Tiongson // carried.</p>
	<p>c.) Phase 2 Longitudinal Threads</p>	<p>Tabled</p>

Clinical Science Curriculum Committee (CSCC) Meeting Minutes
 Tuesday, November 10, 2020 @ 5:00 pm via Zoom

	<p>d.) AI Timely Grading Procedure Minor changes in personnel in step 1 and 2 were made so they match how the acting internships are set-up in Leo and are now being monitored by department and not campus.</p>	<p>Informational</p>
	<p>e.) Academic Calendar Transition changes At this time we are continuing to require the minimum experiences that were previously approved. If clinics close and students do not meet those. They will have to finish those experiences before they can graduate. We need to decide if we will be scheduling the class of 2023 for 4 week or 8 week clerkships. It has been very complicated scheduling 4 week half rotations.</p> <p>a. Neuro Scheduling Class of 2023 FYI – Neurology has agreed to schedule prior to 2022 and will be paired with Pediatrics or Psychiatry to accommodate the entire class taking neurology prior to January 2022. This is necessary due to the transition to 4 weeks of neurology beginning in 2022.</p> <p>b. Electives and graduation We are moving away from Sunday for graduation and will now be the first Saturday in May. We do have a rotation that ends on that Friday and would like to end that rotation two days earlier.</p> <p>c. Winter 2021-2022 elective break This coming year we have an elective that starts the week before a week break for Christmas then finish the last three weeks of the elective. This will keep the 3rd and 4th year students with a 2-week separation.</p>	<p>MSC to return to 8-week clerkship scheduling, effective April 2021 for the class of 2023. With to ability to change to 4-week scheduling if COVID-19 does not improve. Bryan Delage / Kamille Sherman // carried.</p> <p>MSC to end the last rotation in curriculum 1.5 two days earlier and will now end on Wednesday before graduation. Bryan Delage / Kamille Sherman // carried.</p> <p>MSC to approve the winter break in middle of elective for AY 2021-2022. Chris Tiongson / Michael Booth // carried.</p>

Clinical Science Curriculum Committee (CSCC) Meeting Minutes
 Tuesday, November 10, 2020 @ 5:00 pm via Zoom

	<p>f.) Policy Review</p> <p>a. Policy 4.13 (Third year elective days) Currently is states that specialty days for 6-week electives should be related to the clerkship for the coming year. Pediatrics expressed that they are fine without that stipulation for their rotation. Psychiatry would like to keep it. We are also anticipating that specialty days will go away beginning with the class of 2024, but for the coming year it was agreed to leave the policy alone and forward to UMEC.</p> <p>b. Policy 4.7 (Limitations to specialty electives) Reviewing for incoming 4th years. AI does count towards speciality limitations has been added to match our practices. This is illustrated in the examples within the policy. Discussion ensued as not all agreed to have the AI courses count toward the scheduling limit. Others continue to feel that the need for a varied 4th year curriculum supercedes the ability of students to take an extra elective in their area of specialty.</p> <p>Discussion to allow Emergency Medicine to have an exception to the number of specialty electives for their standard letters. It was agreed to add it in the policy and review again for phase 2.</p>	<p>Informational</p> <p>MSC to approve the policy 4.7 include that the AIs count toward specialty limitations. Bryan Delage / Chris Tiongson // carried with 1 opposed.</p> <p>MSC to allow an exception for Emergency Medicine to have three general EM electives and one must be completed at UND. Jon Solberg / Bryan Delage // carried.</p>
	<p>g.) GQ #20-21 & #39-50 review</p> <p><u>#20 & 21</u> Our attitudes and respecting diversity from the faculty are good and also good when looking at the benchmark as well.</p> <p><u>#39-50</u> - These questions focus on mistreatment. All students know about the policies and 94% say they know our procedures of how to report. Some have been rejected, lower grade, evaluation or offensive names or comments due to gender, race, orientation or beliefs. We are waiting for an elective on diversity but there are some delays with COVID-19.</p>	<p>Items discussed, no action taken.</p>

Clinical Science Curriculum Committee (CSCC) Meeting Minutes
 Tuesday, November 10, 2020 @ 5:00 pm via Zoom

	<p>Discussion on if we need to do faculty development on diversity and how we can get those that need to the training to attend. We could work towards getting CME credit for it. Although the best way might be to directly approach the person and work with them and if the behavior does not change then we may need to look for someone else for that position. Psychiatry is doing a grand rounds in December on diversity and it will be recorded so at least we could encourage other faculty to attend that session or watch the recording.</p> <p>Looking at the benchmark we are doing better than in the past but the goal is always zero. We have a 0% reporting rate and this year we have had 2 reports submitted so far but have requested to wait until the end of the year to address them. There was a few reporting that they experienced an incident but did not feel it needed to be reported because they addressed it themselves or they feared repercussions later in their career when they return to the state to practice.</p>	
<p>5. Electives</p>	<p>a.) FM Telehealth Telemedicine VA electives, Bemidji We are hopeful that this elective will be the beginning of other opportunities especially with our CFMS in the state. This elective is based on the AMA guidelines for telemedicine and we are excited to have this opportunity.</p> <p>b.) IM Virtual elective This elective would only be available if clinic sites closed. The preceptors would not be available if the clinics are open.</p> <p>c.) IM Fargo Sanford New site and the elective was updated to the new format with the updated grading and objectives.</p> <p>d.) PEDS Fargo neonatology section Tabled</p>	<p>MSC to approve the Family Medicine Telehealth Telemedicine VA elective. Dev Mannuru/ Michael Booth // carried.</p> <p>MSC to approve the Internal Medicine Virtual elective. Bryan Delage / Kamille Sherman // carried.</p> <p>MSC to approve the Internal Medicine Fargo Sanford elective. Michael</p>

Clinical Science Curriculum Committee (CSCC) Meeting Minutes
 Tuesday, November 10, 2020 @ 5:00 pm via Zoom

	With Dr. Walter Kemp leaving the small group committee is looking for someone to replace Dr. Kemp in reviewing all electives along with Drs. Susan Zelewski and Kara Eickman.	Booth / Bryan Delage // carried.
6. Reports from Committees	a.) UMEC - Dr. Zelewski All the CSCC reports were approved and the phase 1 electives objectives were approved. The decision on allowing STEP 1 to be taken early was tabled to the next meeting.	Information
	b.) GMEC –Dr. Zelewski	No Report
	c.) EASRC Working on LCME preparations	Information
	d.) CEMC – Dr. Zelewski They finalized the Curriculum Management Whitepaper that outlines what reports will be created.	Information
7. Area Updates		
8. Adjournment	Meeting was adjourned at 6:48 p.m.	<i>The next regular meeting is scheduled for December 8, 2020, at 5:00 pm.</i>