

**UND School of Medicine & Health Sciences**  
**Graduate Medical Education Committee**  
**Medical Education Center Room 220 & video and teleconference from distant sites**  
**Meeting Minutes**  
 January 9, 2018

Topic/Presenter	Discussion	Action/Resolution	ACGME Require
1) Call to order	The meeting was called to order at PM by Dr. Kim Becker, DIO. The attendance sheet is attached.		I.A.5.a)
2) Review of Minutes	Approval of minutes of December 12, 2017. The minutes were approved as printed.	Approval of minutes The minutes were approved as printed.	I.B.3.b)
3) Announcements	a. CLER report (attached). Corrections to Kim due by January 26 <sup>th</sup> to the draft report. This also sent to Sanford officials for review. b. AMA Modules – Please make sure residents are aware that they are only required to complete those previously assigned.		I.B.4.a).(2)
4) Recommendations benefits/support/ stipends			I.B.4.b).(2)
5) Communication with Program Directors	a. ND Professional Health Program (PHP) <a href="https://ndphp.org/">https://ndphp.org/</a> (30 minutes) Guest Speakers: Tammy King, Executive Dir./Dr. Barrie March, Medical Dir.ND Professional Health Program (PHP) <a href="https://ndphp.org/">https://ndphp.org/</a> (30 minutes) Guest Speakers: Tammy King, Executive Dir./Dr. Barrie March, Medical Dir.	Informational purposes about the program.	
6) Resident duty hours			III.B.5

7) Quality of GME Learning	<ul style="list-style-type: none"> <li>a. Follow up on prior issues <ul style="list-style-type: none"> <li>a. Resident health insurance update – No additional update at this time.</li> </ul> </li> <li>b. Check in from all resident committee members to include program work environment, duty hours, and supervision.</li> </ul>		I.B.4.a).(2)
8) Curriculum/Evaluation			I.B.4.a).(4)
9) Oversight of Program accreditation			I.B.5.a).(3)
10) Institutional Accreditation			I.A.3.
11) Annual Institutional Review	<ul style="list-style-type: none"> <li>a. 2016-2017 AIR passed via e-vote on 12/26/17</li> <li>b. 2017 Resident and Faculty Survey Dashboard (attached) – A dashboard was distributed for review. Dr. Becker reviewed the dashboard with the committee. Dr. Becker asked the committee for those with areas of improvement what resources may be needed to improve overall survey scores. No residency program identified needing any resources from UND SMHS in order to improve resident and faculty survey scores.</li> <li>c. How are programs meeting below requirements? Some programs do not appear to fulfill. <ul style="list-style-type: none"> <li>i. Educational program for core faculty members in fatigue management and mitigation (III.B.5.c) – Bismarck was having faculty take the previous AMA modules (IPM). They took this one time.</li> <li>ii. Professional development for core faculty members regarding effective transitions of care (III.B.3.a). Bismarck was having faculty take the previous AMA modules (IPM). They took this one time.</li> </ul> </li> </ul>	<b>The AIR report approved by the full committee in an e-vote held December 26, 2017.</b>	I.B.5.

12)	Oversight of program changes		I.B.4.b).(6)
13)	Establishment of Policy and Procedures		I.B.4.b).(1)
14)	Oversight of reductions and closures		IV.N.
15)	Vendor interactions		IV.K
16)	Adjournment	The meeting was adjourned at 5:00PM	
17)			

