

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

Topic/Presenter	Discussion	Action/Resolution	ACGME Require
1. Call to order	Robert Olson, MD, called the meeting to order at 4:10PM. The attendance sheet attached.		I.A.5.a)
2. Review of Minutes	The committee reviewed the August 14, 2018, minutes.	The minutes were approved by the full committee.	I.B.3.b)
3. Announcements			I.B.4.a).(2)
4. Recommendations benefits/support/stipends			I.B.4.b).(2)
5. Communication with GMEC			
6. Resident duty hours			III.B.5
7. Quality of GME Learning	a. Program work environment b. Follow up on prior issues c. Check in from all resident committee members to include program work environment, duty hours, and supervision. <ul style="list-style-type: none"> <li>a. Dr. Huber, Psychiatry– Discussed some concerns with consults and unprofessional behavior. Residents had discussed avenues of reporting problems with work environment.               <ul style="list-style-type: none"> <li>i. Chain of command</li> </ul> </li> </ul>		I.B.4.a).(2)

	<ul style="list-style-type: none"> <li>ii. Dr. Theige, director of GME at Sanford</li> <li>iii. Anonymous reporting in EPIC or non-anonymous reporting</li> <li>iv. Dr. Basson also added – report to DIO Or Carla. Halgren at UND (VP).</li> <li>b. Dr. Adekey, Surgery– no concerns in Surgery</li> <li>c. Dr. Kayani, Williston – Spoke with administration. Would like to see: <ul style="list-style-type: none"> <li>i. More FMED faculty</li> <li>ii. More diverse clinical teaching environment</li> <li>iii. More ICU/Hospitalists rotations. Limited because of problems with changing the rotation schedule.</li> </ul> </li> <li>d. Dr. Viddal, Hettinger – No concerns</li> <li>e. Dr. Dhaliwal, Minot – Some concerns with work environment. External party brought in to help work thru this.</li> <li>f. Dr. Davidson, Transitional Year – No concerns with the TY program</li> </ul>		
8. Curriculum/ Evaluation			I.B.4.a).(4)
9. Oversight of Program accreditation	<ul style="list-style-type: none"> <li>a. Special Review of Family Medicine (Minot) (see Attachment) – Dr. Walker – Dr. Walker discussed the site review of the Minot CFM on August 23, 2018. Dr. Walker reviewed the written report clarifying that Dr. Hostetter has corrected many issues in a short period since he has taken over as Program Director.</li> <li>b. Monitoring of 11/17/17 Fargo FM LON – Clinical Experience AFI only – Dr. Walker (report forthcoming)</li> <li>c. Monitoring of May 2018 Fargo FM Special Review Recommendations – Dr. Walker (report forthcoming)</li> <li>d. Monitoring of 2/9/18 Hettinger LON – Resident Learning and Working Environment AFI only – Dr. Hostetter (report forthcoming)</li> </ul>	<p>A motion was made to approve the special review report (Sticca/Jurivich). <b>Dr. Discussion: Sticca asked that schedule for updates be reviewed/carriedout. (Spring 2019)</b></p> <p><b>The motion was passed by the full committee</b></p> <p>A motion to accept Dr. Walker’s update on monitoring with updates as scheduled (Sticca/Piatt) <b>The motion was approved by the full committee.</b></p>	I.B.5.a).(3)

		The Hettinger APE submitted by Dr. Hostetter to the committee was reviewed with Dr. Houle. A motion was made to approve the update. (Viddal/Kayani). <b>The motion was approved by the full committee.</b>	
10. Institutional Accreditation			I.A.3.
11. Annual Institutional Review			I.B.5.
12. Oversight of program changes			I.B.4.b).(6)
13. Establishment of Policy and Procedures	<ul style="list-style-type: none"> <li>a. Resident/Fellow Licensure and Resident Completion of USMLE Step 3, COMLEX Series Policy—Dr. Olson (see Attachment) – Dr. Olson and Becker worked on the updated policy. The reasoning for the updates were discussed by Dr. Olson.</li> <li>b. Follow up from GMEC April Retreat <ul style="list-style-type: none"> <li>i. Patient Safety Numbers for Sanford—Dr. Theige (Deferred agenda item)</li> </ul> </li> </ul>	<p>A motion was made to approve the updated policy (Walker/Sticca).  <i>Discussion: Dr. Sticca asked about clarification of portions of the monitoring. Dr. Piatt also asked about how the residents report the Step 3 pass documentation. The documentation can be directly uploaded into MedHub. Should be signing up for it of spring/summer after first year.</i>  <b>The motion was approved by the full committee.</b></p>	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 5:10PM.		

17. Future meeting schedules	2018-2019 GMEC Schedule:  4:00-5:00PM Full committee to include resident members 5:00-5:30PM Institutional Resident Forum (Residents ONLY)  November-no meeting December-no meeting January 15 February 12 March-no meeting April 9-GMEC Retreat May 14 June 11		