

**UND School of Medicine & Health Sciences
 Graduate Medical Education Committee
 Medical Education Center Room 220 & video and teleconference from distant sites
 Meeting Minutes
 December 10, 2019**

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	Dr. Kim Becker called the meeting to order at 4:07pm. Attendance Sheet is attached.		I.A.5.a)
2. Review of Minutes	The minutes of November 12, 2019, were reviewed. No items were removed from the consent agenda.	Minutes and consent agenda items were approved by the full committee (Hostetter/Piatt)	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	<p>a. The due date for program annual reports was October 23rd. Please submit any remaining requested information as soon as possible so that the Annual Institutional Review can get finalized.</p> <p>b. Internal Survey</p> <p>i. Final internal survey results completed for all programs. 83% completion rate (127/153). See Attachment 7. A glitch occurred with questions 6a-6d in which respondents were not able to choose the same answer for each question, which was corrected on the second day after survey distribution. All programs impacted except Family Medicine-Hettinger, Geriatrics (Fargo and Bismarck),</p>	Approved by consent agenda by the full committee	

	<p>Orthopedic Surgery, and TY. Results of 6a-6d show the great majority of ratings as positive.</p> <p>ii. Kim Becker is in process of meeting with residents to review results. Thus far, she has met with FM-Bismarck and Hettinger, and TY residents and reports provided to the respective PD's.</p> <p>c. Bill Mulcahy has replaced Kelly Napolitano as MedHub CSM for UND.</p>		
6. Resident duty hours	a. MedHub Duty Hours Institutional Summary: October 2019 were reviewed by the committee.	Approved by consent agenda by the full committee	III.B.5
7. Quality of GME Learning	<p>a. Resident Paid Time Off Proposal – Dr. Erik Heitkamp, Internal Medicine Resident (See Attachment 4) – Dr. Heitkamp submitted a possible proposal to change current leave system to a PTO system. Dr. Heitkamp reviewed understanding of resident employment as it relates to changing the leave system for residents in the state of North Dakota. Dr. Heitkamp reviewed issues within the institutions that seem over regulatory controlling resident leave and the change would be more flexible. He said the residency would still control approved days off.</p> <p>Other discussions/comments included:</p> <ul style="list-style-type: none"> • Seems to add additional vacation. • Program directors still control leave. • Currently 15 weekdays 6 days weekend; 7 conference days. 12 sick days. • New policy 28 total days to be used as needed. • Can departments mandate sick days within new policy? Currently all 		I.B.4.a).(2)

	<p>programs follow the same contract and the same leave.</p> <ul style="list-style-type: none">• What happens when a resident consumes all leave and then get sick – resident would need to go on leave without pay.• Other issues if all the time consumed a resident may need to extend the program.• Some may have not only academic but financial implications for residents that over consumed.• Currently, the way leave is practiced is not written policy.• Changing policy within the umbrella policy would not go over well with residents. May cause moral issues, issues with resident surveys, etc.• Would like survey to see if this is an issue with all residents.• Walker – poll residents of support• Poll - Basson – 30 days to 28 days with more flexibility.• Olson – GME design a poll stating current and new policy plan.• Smaller task force?• Basson – ultimately, the program directors have to live with this or it is not going to work. We can “Poll Program Directors now in public or if the program directors don’t want to be the bad guys we can do it separately by email , Ask program directors, “Do you see merit in moving this forward? If yes, we continue to explore it, it not, let’s not waste time on it.• Olson, poll both groups.• Basson, should be done at GME Office.		
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<p>8. Curriculum and Evaluation</p>	<p>a. Don Warne, MD, MPH, Associate Dean, Diversity, Equity and Inclusion Director, Indians Into Medicine (INMED) Program; Director, Master of Public Health Program. Discussion regarding Diversity in Common Program Requirements and Health Care Disparities in CLER (See Attachment 2) – Dr. Warne gave a presentation on health care disparity and diversity. Dr. Warne would like to link INMED long-term goals with the needs of Graduate Medical Education to help both programs. There was discussion of future programs Dr. Warne would like to work on. Other discussions included possible diverse teaching sites that would like to expand their relationship with UND. Potential sites could help the CLER diversity requirements.</p> <p>Schmitz – Continuing to work with the sites and possibly mature those relationships has an advantage for clinical rotations or accreditation. More discussion on faculty such as Gilbert Falcon practicing in Belcourt but also helping in Minot. Veterans Administration funding for residency positions also available.</p> <p>Hostetter – Distance may be a barrier. Have had some residents take the bus or ride with faculty going to sites.</p> <p>Olson – Interested. Psychiatry started continuity at Elbowoods. Currently telemedicine. Working on expanding clinical rotation.</p> <p>Dr. Schmitz takes call with Mark Neilson, Altru FM PD and asks that group also be included in conversations.</p>		<p>I.B.4.a).(4)</p>
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	<p>Warne – consider an endowed faculty position at one of the IHS sites for student/resident rotations.</p> <p>Basson – Dr. LeBeau interested in starting an IM program in Bismarck. Asked Dr. Warne if he would visit with Dr. LeBeau possible program connected to Sanford Bismarck. Given connection to INMED, maybe possible rural track program.</p> <p>Mission ACT of 2018 Section 403 Update to recent law IHS facilities or VAMC money available and worth checking. May be easier for IM given patient populations and ages.</p> <p>Ft Yates – Five INMED alumni working at the hospital and looking to expand relationship.</p>		
9. Oversight of programs accreditation	<p>a. New application for Neurology— Jau-Shin Lou, MD, PhD, MBA – Professor, Roger Gilbertson Endowed Chair in Neurology. (See Attachment 1) – Dr. Lou reviewed the planned neurology program with a planned starting date in July, 2021. The program is a four year program. The Transitional Year program has agreed to hold 3 applicant spots for the Neurology applicants to fulfill their transitional year. Currently have 12 neurologist in Fargo but will team up with Sanford Sioux Falls for the Pediatric Neurology rotation. The program will be funded by Sanford Health.</p>	<p>A motion was made to approve the application from Neurology to the ACGME. (Heitkamp/Olson) The motion was approved by the full committee</p>	I.A.3.
10. Institutional Accreditation			I.B.4.b).(6)

11. Annual Institutional Review			
12. Oversight of programs changes	a. Monitoring of Special Review of Bismarck Geriatrics program (See Attachment 3)	Deferred	
13. Establishment of Policy and Procedures			I.B.4.b).(1)
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment	The meeting adjourned at 5:10PM.		
Future meeting schedules	<p>2019-2020 GMEC Schedule: GMEC Meeting Dates for 2019-2020 4:00-5:00PM Full committee to include resident members 5:00-5:30PM Institutional Resident Forum (Residents ONLY)</p> <ul style="list-style-type: none"> • September 10, 2019 • October 8, 2019-no meeting • November 12, 2019 • December 10, 2019 • January 14, 2020-no meeting • February 11, 2020 • March 10, 2020-no meeting • April 14, 2020 • May 12, 2020 • June 9, 2020 		

Minutes taken by Kristi Hofer, GME

Greta Loritz, Fmed	Program Coordinator (Bismarck)	X				X	X					
Yesenia Chacon (Elizabeth), Program Coordinator	Site Coordinator (Williston)											
Meghan Jeanotte, Geriatrics	Assistant (GF)											
Gunjan Manocha, Geriatrics Fargo	Program Coordinator (GF)	X										
Kristi Hofer, GME	Admin Officer, SE Campus & GME	X					X					
Errin Jordan, GME Grand Forks	GME & Neurology					X						
Guests present see below												
Dr. Bande, IntMed												
Dr. Zelewski, NW Campus		X					X					
Dr. Schmitz, Fmed		X					X					
Lisa Jorisson, Neurology	Program Coordinator (Fargo)						X					
Dr. Jau-Shin Lou, Neurology	Program Director						X					
Dr. Warne	Guest speaker						X					