

**UND School of Medicine & Health Sciences  
Graduate Medical Education Committee  
Via Zoom**

**Meeting Minutes  
December 14, 2021**

<b>Topic</b>	<b>Discussion</b>	<b>Action/Resolution</b>	<b>ACGME Require</b>
1. Call to order	The meeting called to order at 4:00PM.	<b>A motion was made to approve the consent agenda (Theige/Olson). The full committee approved the motion.</b>	I.A.5.a)
2. Review of Minutes	a) Approval of October 12, 2021 minutes.	<b>Approved via consent agenda</b>	I.B.3.b)
3. Announcements			I.B.4.a).(2)
4. Stipends and position allocation review and recommendations			I.B.4.b).(2)
5. Communication with GMEC	a) Proposed 2022 New Resident/Fellow Orientation dates for eastern ND programs: <ul style="list-style-type: none"> <li>i. M, 6/20/22: ACLS testing</li> <li>ii. T, 6/21/22: UND Orientation</li> <li>iii. W-F, 6/22-24/22: Sanford Orientation</li> <li>iv. M, 6/27/22: Program-specific orientation starts. This earlier start will give programs multiple dates for program specific, department orientation.</li> </ul>	These dates were discussed and agreed by all Eastern North Dakota based programs.	
6. Resident duty hours	a) MedHub Duty Hours Institutional Summary: August 2021 – October 2021 for all programs except for Bismarck, Minot, and Williston whose dates are July 26, 2021 – October 17, 2021 was distributed to	<b>Approved via consent agenda</b>	III.B.5

	committee members with GMEC materials. (See Attachment 2)		
7. Quality of GME Learning and Working Environment	a) Check in with resident/fellow committee members – No issues were reported by residents		I.B.4.a).(2)
8. Curriculum and Evaluation			I.B.4.a).(4)
9. Oversight of program accreditation: Review of accreditation letters, monitoring of action plans for correction of citations and areas of noncompliance.	<p>a) Monitoring of 3/5/21 ACGME LON for Family Medicine Minot and Williston–Dr. Sandroni (See Attachments 3 &amp; 4) – Dr. Sandroni reported on updates to his programs’ work on past citations.</p> <p>Dr. Sandroni shared updated data on goals for pediatric patient numbers. A new outreach clinic at the Quentin Burdick Memorial Healthcare Facility in Belcourt (part of the Turtle Mountain Service Unit) has proven to be a good rotation for residents. The rotation is partially supervised by Dr. Gilbert Falcon as well as other past UND graduates.</p> <p>Dr. Sandroni was commended by Dr. Theige and Schmitz for the improvements he has made to date.</p> <p>Dr. Schmitz also acknowledged the whole team, facility, and communities for their mission work.</p> <p>Dr. Olson also said some of his applicants mentioned the good experience at Quentin Burdick Memorial facilities.</p> <p>b) Monitoring of 3/8/21 ACGME LON Surgery (See Attachment 5) – Dr. Johnson gave the committee updates to past citations.</p> <p>There was a discussion about faculty evaluation of residents and if it was necessary to keep evaluators</p>		I.A.3.

	<p>names anonymous. Dr. Johnson and Angie will work to see if their set up can be corrected so faculty names can be visible to the residents.</p> <p>Julia Matera said they do see the name of faculty who have completed their evaluations in the Ortho program.</p>		
10. Institutional Accreditation			I.B.4.b).(6)
11. Annual Institutional Review			
12. Oversight of programs changes			
13. Establishment of Policy and Procedures	<p>a) Residents as Teachers Policy (See Attachment 6– UMEC added one part, highlighted in yellow on second page.) – The policy was reviewed by the full committee. This policy was previously approved by GMEC and sent to UME for approval. The suggested changes were highlighted.</p> <p>b) Unfinished Business: Event Notification Policy (See Attachments 7 and 8) follow up –Dr. Olson reviewed handouts from the ND BOM to show the annual certification by residents. The question is, should event notification to the DIO match up more with the reporting actions to the ND BOM? Discussion included:</p> <ul style="list-style-type: none"> <li>• (Raum). The programs/DIO would likely need to know about disciplinary events. What would be the harm in reporting/not reporting? History says reporting would help to access UND Resources.</li> <li>• (Basson). Consider resident must inform the program and the program must inform the GME Office/DIO.</li> </ul>	<p><b>13a. A motion was made to accept the updates as suggested by UMEC (Raum/Lunde). The full committee approved the motion.</b></p> <p><b>13b. This policy will be updated by Dr. Becker and brought to committee at a later date.</b></p>	I.B.4.b).(1)

	<ul style="list-style-type: none"> <li>• (Lunde). This is a professionalism issue and the resident should be responsible to notify.</li> <li>• Malpractice should be added possibly as notify</li> <li>• (Schmitz). Important it aligns with the resident contract. It is important that the GME Office/DIO be able to help with resourcing to assist the program/resident for success.</li> <li>• Discussion of which written warnings necessary to include.</li> <li>• Review by legal.</li> </ul> <p>This policy will be updated and brought back to the committee for review.</p> <p>c) Resident/Fellow Supervision and Accountability Policy – Dr. Schmitz reviewed suggested updates to the policy with the full committee. References to the updates were also reviewed by Dr. Schmitz.</p> <p>d) Campus Resident Advocate Policy (See Attachment 9) – Dr. Becker reviewed possible changes to policy. Changes included the name of the policy changing to Campus Advocate Policy.</p>		
		<p><b>13c. A motion was made to approve the proposed changes to the Supervision and Accountability Policy. (Hostetter/Olson). The full committee approved the motion.</b></p> <p><b>13d. A motion was made to approve the proposed changes to the Campus Advocate Policy (Raum/Johnson). The full committee approved the motion.</b></p>	
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment	The committee adjourned at 4:53PM.		
Future meeting schedules	The next meeting will be in January, 2022		

Minutes taken by Kristi Hofer, GME

2021-2022		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<b>Graduate Medical Education Committee</b>													
**Need 12 votes for majority (one resident vote of those required)													
<b>Voting Members - Fargo/or Grand Forks sites</b>													
<a href="#">Kim Becker, DIO</a>	DIO		X	X	X		X						
<a href="#">David Theige, MD</a>	Quality Improvement/Safety Officer Sanford		X	X			X						
<a href="#">Jennifer Raum, MD, Internal Medicine</a>	Program Director		X		X		X						
<a href="#">Robert Olson, MD, Psychiatry</a>	Program Director		X	X	X		X						
<a href="#">Neville Alberto, MD, Transitional Year</a>	Program Director		X	X									
<a href="#">Stefan Johnson, MD, Surgery</a>	Program Director		X	X	X		X						
<a href="#">Bruce Piatt, MD, Orthopedics</a>	Program Director		X	X	X		X						
<a href="#">Lindsey Dahl, MD, Geriatrics</a>	Program Director			X			X						
<a href="#">Lara Lunde, MD, Fargo FM</a>	Program Director		X	X			X						
<a href="#">Jau-Shin Lou, MD, Neurology</a>	Program Director		X		X		X						
<a href="#">Katrina Lybeck, MD, Internal Medicine</a>	Resident member		x		x		X						
<a href="#">Umama Zareen, MD, Internal Medicine</a>	Alternate representative												
<a href="#">Jinal Desai, MD Psychiatry</a>	Resident member		X	X	X								
<a href="#">Jessica McLaughlin, MD, Psychiatry</a>	Alternate Resident member			X			X						
<a href="#">Andrew Sefain, MD, Neurology</a>	Resident member			X	X		X						
<a href="#">Joshua Blotter, MD, Neurology</a>	Alternate Resident member												
<a href="#">Eric Curto, MD, Surgery</a>	Resident member						X						
<a href="#">Anthony Duncan, Surgery</a>	Alternate Resident member			X			X						
<a href="#">Anastasia Schroeder, MD, Transitional Year</a>	Resident member		X	X	X		X						
<a href="#">Yesha Shukla, MD, FMED, Fargo</a>	Resident member			X	X								
<a href="#">Israar Mohammed, MD, FMED, Fargo</a>	Alternate Resident member												
<a href="#">Julia Matera, MD, Orthopedics</a>	Resident member		X	X	X		X						





Chris Tiongson, MD, Pediatrics	Pediatric Residency PD (pending submission/approval)				X		X						
Sarah Julsrud, Pediatrics	Program Coordinator				X		X						
Cornelius Dyke, MD, Surgery	Chair, Surgery						X						