

UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Medical Education Center Room 220 & video and teleconference from distant sites
Meeting Minutes
February 12, 2019

Topic/Presenter	Discussion	Action/Resolution	ACGME Require
1. Call to order			I.A.5.a)
2. Review of Minutes	<ul style="list-style-type: none"> a. October 9, 2018 (See Attachment 1) b. January 15, 2019 (see Attachment 2) 	The Consent Agenda was approved with no items removed or changed by the full committee. (Piatt/Heitkamp)	I.B.3.b)
3. Announcements	Reminder from 2018 GMEC Retreat that DIO would administer a survey to residents to assess various ACGME requirements and meet with residents to discuss results. DIO is in process of meeting with residents/fellows.		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	<ul style="list-style-type: none"> a. Check in from all resident committee members to include program work environment, duty hours, and supervision. b. Follow up on prior issues-Dr. Walker-Fargo Family Medicine Call Room c. Check in from all resident committee members to include program work environment, duty hours, and supervision. 	Dr. Becker did talk to Dr. Walker and Dr. Walker will update at the next agenda to confirm resolution.	I.B.4.a).(2)

		Residents present at the meeting reported no current issues.	
8. Curriculum and Evaluation			I.B.4.a).(4)
9. Oversight of programs accreditation	a. Monitoring of Geriatrics Fellowship (Bismarck) Special Review Recommendations – Dr. Willis updated the committee about past concerns.		I.A.3.
10. Institutional Accreditation	<ul style="list-style-type: none"> a. Approval of Psychiatry Self Study (See Attachment 3) b. Program Directors: By March 15, 2019, please provide to the GME Office a written plan of how your program will improve in areas where your program scored less than 75% or deviated 10% from the national average in the following items (Kim Becker emailed individual program scores to PD's in January 2019.): <ul style="list-style-type: none"> i. 2017-2018 Resident Survey: Satisfied that Program Uses Evaluations to Improve and Provided Data about Practice Habits and ii. 2017-2018 Faculty Survey: Worked on Scholarly Project with Residents/ Fellows c. ACGME Meeting Decision: Family Medicine-Minot. Continued Accreditation effective 1/30/19. (LON to follow) d. ACGME Meeting Decision: Family Medicine-Fargo. Continued Accreditation effective 1/30/19. (LON to follow) e. ACGME Meeting Decision: Internal Medicine. Continued Accreditation effective 1/25/19. (LON to follow) f. ACGME Meeting Decision: Surgery. Continued Accreditation effective 1/17/19. (LON to follow) g. ACGME Meeting Decision: Family Medicine-Williston. Continued Accreditation effective 1/30/19. (LON to follow) 	The Consent Agenda was approved with no items removed or changed by the full committee.	I.B.4.b).(6)

	<ul style="list-style-type: none"> h. 2/4/19 ACGME LON: Institution continued accreditation effective 1/14/19. The Review Committee commended the institution for its demonstrated substantial compliance with the ACGME's Institutional Requirements without any new citations. i. 1/15/19 ACGME LON: Transitional Year Continued accreditation effective 12/12/18. The Review Committee commended the program for its demonstrated substantial compliance with the ACGME's Program Requirements and/or Institutional Requirements without any new citations. j. Review of 2019 Internal Resident/Fellow Survey Results (See Attachment 8)- Dr. Becker reviewed the resident survey with the full committee. Suggestions for improvement. Q11 Clear cut protocol that all programs disseminate to their programs. – Consider role-playing; and reiterate the policy every year. Q13 (Receiving pt safety reports) – At Sanford Fargo, annual summary will be disseminated summarizing all safety reports within the next month to faculty and residents. Q24 (sleep facilities) – Consider more fact finding. Dr. Theige took this Q to hospital administration requesting 2 additional sleep rooms for residents not assigned 24 hour shifts. Q25 (safe transportation). Surgery – would provide cab fare. 		
11. Annual Institutional Review	<ul style="list-style-type: none"> a. Approval of 2018 Annual Institutional Review (AIR) and AIR Executive Summary. Minor edits have been made since approval at the January GMEC (Attachments 4 and 5). Attachments 6 and 7 show the corrections made, which are primarily cosmetic 	The Consent Agenda was approved with no items removed or changed by the full committee.	

12. Oversight of programs changes			
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 5:05PM.		
Future meeting schedules	<p>2018-2019 GMEC Schedule:</p> <p>4:00-5:00PM Full committee to include resident members 5:00-5:30PM Institutional Resident Forum (Residents ONLY)</p> <p>March-no meeting April 9-GMEC Retreat May 14 June 11</p>		