

**UND School of Medicine & Health Sciences  
Graduate Medical Education Committee  
Medical Education Center Room 220 & video and teleconference from distant sites  
Meeting Minutes  
April 11, 2017**

Topic/Presenter	Discussion	Action/Resolution	ACGME Requirement
1) Call to order	The meeting was called to order at 04:02PM by Dr. Kim Becker, DIO. The attendance sheet is attached.		
2) Review of Minutes	Approval of minutes of February 14, 2017. The minutes were approved as printed (Stripe/Houle).	The minutes of February 14, 2017 were approved as printed (Stripe/Houle).	
3) Announcements			
4) Recommendations for benefits/support/tipends			
5) Communication with Program Directors	<p>Joy Dorscher, MD, Associate Dean for Student Affairs and Admissions (see attached email)  — requesting feedback from GMEC regarding expectations of an MSPE for a student who has not committed any infractions but has self-referred to our PHP either because of substance abuse or mental illness - Dr. Dorscher questioned expectations from program directors on Dean's letters for students who willingly enters a program for substance abuse- likely nothing shared, but a student who is picked up for a DUI would likely go before the disciplinary committee.</p> <p>Comments:</p> <ul style="list-style-type: none"> <li>• Dr. Schmitz – past advisee had participated in a PHP program and needed to continue in a program. Didn't know</li> </ul>	For information purposes.	

	<p>upon ranking. Another case, legal infraction informed in Dean's letter.</p> <ul style="list-style-type: none"> <li>• Hostetter – past ranked resident with criminal record that he wasn't aware. Appears not everything disclosed and Dr. Hostetter would prefer to hear/see from the student to look how it may effect board eligibility.</li> <li>• Dr. Basson – our obligation should be to disclose legal events and disciplinary actions we are aware. Student's obligation is to disclose/not disclose is up to the student.</li> <li>• No member wants to discourage a student from getting help.</li> <li>• Dr. Olson said a federation of PHP shows all the PHPs in the state. Dr. Olson said the PHP now also accepts medical students and when a student fills out a license (resident) application it would be expected they check the appropriate box for their license based on their experience if self-reported. Compelled should be reported.</li> </ul> <p>Dr. Dorscher said it differs by state and expectations of PHP requirements. Responses from other SA Deans also varies. Some states don't report if students are compliant and complete programs without problems.</p> <p>AAMC Graduation Questionnaire (previously sent) – Given to medical students. Dr. Becker discussed the graduation questionnaire. Dr. Becker meeting with all Fargo based residents. Dr. Theige said additional specific education available in IPM modules titled "Avoiding Medical Student Mistreatment". Should this educational module be required, and should be mandated across the state to all residents? A motion was made that all Fargo residents complete the module (Sticca/Theige). The motion was amended to include all residents (Erickson). Dr. Hostetter was opposed to requiring all residents. Dr. Stripe was not aware of any issues in Minot. Dr. Harmon said she is a resident and isn't opposed to the extra education to make sure they don't do something wrong. <b>A motion was made that all residents complete the IPM Avoiding Medical Student Mistreatment module (Sticca/Theige). Motion approved by the majority of voting members.</b> Dr. Basson said new interns include as part of orientation and other residents programs could be assigned.</p>	<p><b>A motion was made that all residents complete the IPM Avoiding Medical Student Mistreatment module (Sticca/Theige). Motion approved by the majority of voting members.</b> Dr. Basson said new interns include as part of orientation and other residents programs could be assigned.</p>	
6) Resident duty			

hours			
7) Resident supervision: Monitor programs supervision of residents			
8) Quality of GME Learning			
9) Curriculum/Evaluation			
10) Program Work Environment to include: <ul style="list-style-type: none"> <li>a. work environment</li> <li>b. duty hours</li> <li>c. supervision</li> <li>d. other concerns or follow-up concerns</li> </ul>	<p>Follow up on prior issues - None</p> <p>Check in from all resident committee members</p> <p>Internal Medicine – Dr. Harmon no resident concerns (Fargo)</p> <p>Bismarck – Dr. Wanzek no resident concerns</p> <p>Minot – No resident concerns</p> <p>Hettinger – No resident concerns</p>		
11) Oversight of Program accreditation	<p>Williston LON – Dr. Stripe’s – Education environment. Resources. Demographics done at Williston, number of pediatric patients under 10 is at more than 20%. Competency Based goal/objectives have been completed now. Drs. Stripe and Small will continue to review on a regular basis.</p> <p>Dr. Schmitz said that they have a new action plan to track prior citations and areas for improvement.</p> <p>Family Medicine Fargo- Site visit scheduled to May 23, 2017. Nothing alarming and wanted to make sure all issues are addressed before residents come on board.</p> <p>Minot LON – Minot Self Study due September 30, 2017. Site visit date approximately Sept-March 2018.</p>	<p><b>Fargo FM program scheduled for site visit on May 23, 2017.</b></p>	

	<p>Surgery LON- Citation related to scholarship. Areas for improvement regarding resident scholarly activity and faculty survey. Dr. Sticca to report at a later meeting.</p> <p>Bismarck LON- Notification substantial compliance. No new citation. One area of improvement on resources which will be reported at a later meeting.</p>		
<p>12) Institutional Accreditation</p>	<p>Peer review of Annual Report:</p> <p>Dr. Theige—Psychiatry (deferred)</p> <p>Dr. Stripe—Family Medicine Bismarck/Hettinger (deferred)</p> <p>Dr. Alberto—Surgery (see attachment) – Dr. Alberto reported on the Surgery program. Information from the report included:</p> <ul style="list-style-type: none"> <li>• Dr. Robert Sticca, PD since 2003</li> <li>• Lori Anderson, PC, since 1992</li> <li>• Continued accreditation w/ No citation</li> <li>• 5 year program</li> <li>• 28 resident positions</li> <li>• Multiple participating sites( Sanford, Essentia, VAMC, Altru)</li> <li>• Original accreditation date 1974</li> <li>• Major changes – <ul style="list-style-type: none"> <li>○ night float-Sanford</li> <li>○ Additional educational conferences. ABSITE sessions.</li> <li>○ Hired, Dr. Mary Aaland Director of Clinical Research projects. Will mentor and supervise annual research projects.</li> <li>○ Hired, Dr. Khaled Zreik, Director of board preparations – teach and prepare residents for standardized board examinations</li> </ul> </li> <li>• 528 applications, 8 from UND</li> <li>• 4 of 5 residents who graduated last year took and passed specialty boards</li> <li>• No core faculty lost during reporting period and reported good support.</li> </ul> <p>Dr. Sticca—Transitional Year Program – Dr. Sticca reviewed</p>	<p><b>For information reporting purposes.</b></p>	

	<p>the TY program. Items discussed:</p> <ul style="list-style-type: none"> <li>• Neville Alberto PD.</li> <li>• Impressive number of applicants (326) for 8 spots per year.</li> <li>• Program doing well.</li> <li>• Would like to know more about Ethical/Personal development of residents. Lists a resident on the committee but might need more. May need core lecture.</li> <li>• More information on TBLI component of scholarly activity. Only 3 reported scholarly activity but if all 8 residents participated as a required course it should be updated to 8.</li> <li>• Program should consider having their own duty hour policy vs UND GME.</li> <li>• Core conferences discussion. TY program requirements list 8 areas and that should be reviewed to make sure of compliance with requirements.</li> </ul>		
<p>13) Establish and implement policies and procedures</p>	<p>Dr. Sticca review of the following student policies:</p> <p>Student Immunizations and Medical Examination Policy- Should be reviewed and considered for adoption. Medical Student policy much more specific and likely the residents should also consider for GME. Discussion of Physical examination requirement. Kristi and Jane will review and update and bring back to the committee for adoption. (<a href="http://www.med.und.edu/policies/files/docs/immunization.pdf">http://www.med.und.edu/policies/files/docs/immunization.pdf</a>).</p> <p>Teacher-Learner Relationship – Covered in common program requirements and this policy not require or extend to residents. (<a href="http://www.med.und.edu/policies/files/docs/teacher-learner.pdf">http://www.med.und.edu/policies/files/docs/teacher-learner.pdf</a>).</p>	<p><b>Dr, Sticca asked that the Student Immunizations and Medical Examination Policy be reviewed, edited and brought back to the committee for approval. Jane and Kristi will work on this for a future meeting.</b></p>	
<p>14) Resident status: Selection, evaluation, promotion,</p>			

transfer, discipline, and/or dismissal of residents			
15) Oversight of program changes			
16) Experimentation/ innovation			
17) Oversight of reductions and closures			
18) Vendor interactions			
19) Adjournment	<b>The meeting was adjourned at 5:05PM</b>		

<b>Voting Members</b>	<b>Position</b>	7/8	8/9	9/13	10/11	11/08	12/13	1/10	2/14	3/14	4/11	5/9	6/13
K. Becker, DIO, Chair	DIO and Chair	x	x	x	x	x	x	x	x	<b>g n - t o o s o n</b>	x		
D. Theige, Internal Medicine	Program Director		x	x	x	x		x	x		x		
R. Olson, Psychiatry	Program Director	x	x	x	x	x	x	x	x		x		
R. Sticca, Surgery	Program Director	x			x	x	x	x			x		
S. Stripe, Center for Family Medicine Minot and Williston Rural FM	Program Director	x	x	x	x	x	x	x			x		
J. Hostetter, Center for Family Medicine Bismarck	Program Director		x	x	x	x		x	x		x		
N. Alberto, Transitional Year	Program Director	x			x	x	x	x	x		x		
D. Walker, MD, Family Medicine	Program Director						x	x	x			x	
C. Houle, MD, FM-Hettinger	Site Director	x		x	x	x	x					x	
Joel Erickson, Psychiatry	Resident Member	x		x	x	x	x	x				x	
Mustafa Abdulhusein, Psychiatry*	Resident Member	x											
Rob Gokey, MD, Transitional Year	Resident Member			x	x		x	x	x				
DeVries, Haschke, Tauck, and Willoughby, MD, Transitional Year*	Resident Member												
Christina Harmon, MD, Internal Medicine	Resident Member								x		x		

<b>Voting Members</b>	<b>Position</b>	7/8	8/9	9/13	10/11	11/08	12/13	1/10	2/14	3/14	4/11	5/9	6/13
										<b>No meeting</b>			
Mahammed Khan Suheb, MD, Internal Medicine	Resident Member		x	x		x		x					
Mark Hightower, MD, Surgery	Resident Member		x										
JJ Germscheid, MD*, Surgery	Resident Member		x										
R. Wanzek, Family Med-Bsmk	Resident Member		x	x	x	x			x			x	
Brittany Bearstail, Family Med-Bsmk*	Resident Member					x		x					
Umesh Narayanan, MD (PG2), Family Med-Minot	Resident Member		x		x	x		x	x			x	
Renu Malhi, MD (PG1) , Family Med-Minot*	Resident Member			x									
J. Bruning, Hettinger RTT	Resident Member			x	x	x		x			x		
Nadir Bauch, MD, Williston RTT *	Resident Member		x										
Kevin Sullivan, MD, Williston RTT	Resident Member				x				x				
P. Mariani, DEO, VAMC	Designated Ed. Official-VAMC	x	x										
<b>Advisory Members (non-voting)</b>													
D. Walker, Psychiatry	Coordinator		x		x	x	x	x	x				
L. Anderson, Surgery	Coordinator		x	x	x	x	x				x		
G. Loritz FM-Bismarck	Coordinator		x		x		x	x	x				



<b>Voting Members</b>	<b>Position</b>	7/8	8/9	9/13	10/11	11/08	12/13	1/10	2/14	3/14	4/11	5/9	6/13	
E. Safratowich, Hettinger	Coordinator			x	x	x		x		<b>No meeting</b>	x			
R. Hertel, Internal Medicine	Manager IM Dept			x		x	x	x						
K. Rude, FM-Minot	Coordinator		x	x	x	x	x	x	x			x		
T. Richardson, Williston	Coordinator		x		x		x							
B. Ambrosio, Internal Medicine &Transitional Year	Coordinator		x		x	x		x	x			x		
J. Roggensack, Sanford North	Mgr Sanford Education		x	x	x	x	x	x				x		
C. Hospidales, Fgo FMED	Coordinator							x	x			x		
S. King, Fgo Orthopedics (2018)	Coordinator								x					
K. Hofer, GME Office	Admin Officer	x	x	x	x	x	x	x	x		x			
J. Wynne, Dean	Dean													
R. Eken, Admin. & Finance	Assoc. Dean													
R. Szlabick, Surgery	Assoc. PD		x				x							
J. Roerig, Psychiatry	Assistant Director						x	x						
M. Basson, Administration	Assoc Dean, Med.		x	x	E	X	x	x	x		x			
S. Zelewski, NE Campus	Assist. Dean			x	x	x			x		x			
<b>Voting Members</b>	<b>Position</b>	7/8	8/9	9/13	10/11	11/08	12/13	1/10	2/14	3/14	4/11	5/9	6/13	

D. Schmitz	Family Med Chair						X	x	x	No meeting	x			
G. Tangedahl	Geriatrics - Bismarck							x						
D. Jurovich, Geriatrics fellowship	Chair and PD							x						
W. Small	Williston						x		x					
R. Hoovestol	Hospitalist program						x							
B. Piatt, MD, Orthopedics (starts 2018)	Program Director								x					