

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

April 13, 2021  
**Meeting Minutes**

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	The meeting was called to order at 4:00PM A motion was made to approve the consent agenda (Piatt/Raum)	Motion approved by the full committee.	I.A.5.a)
2. Review of Minutes	The minutes of February 9, 2021 were reviewed.	Approved via consent agenda	I.B.3.b)
3. Announcements			I.B.4.a).(2)
4. Quality of GME Learning	<p>a. Old Business: 2019-2020 ACGME Resident and Faculty Survey (See Attachment 5) GMEC discussion on how to improve. – Dr. Becker presented the resident &amp; Faculty Overall Institutional Results for 2019-2020. The one item that is showing a trend in the wrong direction is from the Resident Survey asking if Residents are “Satisfied with the process for dealing with problems and concerns. Some programs are doing extremely well and it was asked how they feel they accomplish resident satisfaction.</p> <p style="padding-left: 40px;">Orthopedics –Dr. Piatt</p> <ul style="list-style-type: none"> <li>• Advantage of new program and new excitement.</li> <li>• Set expectations to avoid questions.</li> <li>• Bring in residents interested in developing/molding a great program.</li> <li>• Involve the residents in decisions</li> <li>• Set aside time specifically for residents</li> <li>• Listen to different points of views (generationally).</li> <li>• Follow through.</li> </ul>		I.B.4.a).(2)

	<ul style="list-style-type: none"> <li>• Sarah doing great job.</li> </ul> <p>Dr. Staggers – Ortho resident</p> <ul style="list-style-type: none"> <li>• Voices heard.</li> <li>• Meeting with Dr. Piatt important</li> <li>• Transparency in program.</li> </ul> <p>Dr. Matera – Ortho resident</p> <ul style="list-style-type: none"> <li>• Culture of respect</li> <li>• Transparency</li> </ul> <p>Transitional – Dr. Alberto –left for patient care.</p> <p>Dr. Bjella, TY Resident</p> <ul style="list-style-type: none"> <li>• Size of program small</li> <li>• Culture of feedback – from initial interviews. Continues with regular scheduled meetings</li> </ul> <p>Internal Medicine- Dr. Raum</p> <ul style="list-style-type: none"> <li>• Started prior to Dr. Raum tenure by Dr. Theige as PD.</li> </ul> <p>Dr. Campbell – IM Resident</p> <ul style="list-style-type: none"> <li>• Dedicated meetings with PD</li> <li>• Frequent communication</li> <li>• Always available during clinic</li> <li>• Transparent about change and the process of change.</li> </ul> <p>b. Check in with resident/fellow committee members – No concerns brought forward to the GMEC.</p>		
5. Stipends and position allocation review and recommendations			I.B.4.b).(2)
6. Communication with GMEC	<p>a. Reminder: Mandatory orientations for new residents/fellows to occur for UND on Friday, June 18, 2021 via Zoom, and Sanford’s is June 21-23, 2021.</p> <p>b. Health insurance coverage for residents/fellows will continue through the end of the month of</p>	<p>6a. approved via consent agenda.</p> <p>6b. approved via consent agenda</p>	

	termination.		
7. Resident duty hours	a. MedHub Duty Hours Institutional Summary: January and February 2021 (See Attachment 2). Dr. Becker submitted current institutional work hours summaries.	<b>7a.</b> approved via consent agenda	III.B.5
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. 2/6/21 ACGME LON-Family Medicine (Bismarck)-Continued Accreditation effective 1/27/21. No citations or areas for improvement/concerning trends.</p> <p>b. 2/6/21 ACGME LON-Family Medicine (Hettinger)-Continued Accreditation effective 1/27/21. No citations or areas for improvement/concerning trends.</p> <p>c. 2/12/21 ACGME LON-Internal Medicine-Continued Accreditation effective 1/22/21. 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.</p> <p>d. 2/12/21 ACGME LON-Geriatric Medicine-Continued Accreditation effective 1/22/21. 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.</p> <p>e. 2/22/21 ACGME LON-Institution Continued Accreditation effective 1/12/21. The Review Committee commended the institution for its demonstrated substantial compliance with the</p>	<p><b>9a-j</b> approved via consent agenda</p> <p>9o. Family Medicine – Fargo  <b>9o a). A motion was made that Dr. Lunde does not have to return to report on 2020 ACGME LON (Hostetter/Piatt). The full committee passed the motion.</b></p> <p><b>9o b). A motion made that Dr. Lunde not be required to report on the 2021 ACGME LON. (Hostetter/Olson)</b></p> <p><b>The full committee passed the motion.</b></p> <p>Congratulations to Family Medicine.</p>	I.A.3.

	<p>ACGME's Institutional Requirements without any new citations. Duty hours citation resolved.</p> <p>f. 3/4/21 ACGME LON-Hematology and medical oncology. Initial accreditation effective 1/22/21. Maximum number of fellows: 6. Approximate date of site visit 1/1/23.</p> <p>g. 3/5/21 ACGME LON-Orthopedic Surgery. ACGME site visit scheduled for 5/5/21.</p> <p>h. 3/11/21 ACGME LON-Family Medicine (Fargo). Dr. Lara Lunde approved as the Program Director, effective February 9, 2021.</p> <p>i. 3/11/21 ACGME LON-Family Medicine (Minot). Dr. Peter Sandroni approved as the Program Director, effective July 1, 2021.</p> <p>j. 3/11/21 ACGME LON-Family Medicine (Williston). Dr. Peter Sandroni approved as the Program Director, effective July 1, 2021.</p> <p>k. Monitoring of 11/20/20 ACGME LON Neurology – Dr. Lou reported on the Neurology letter of notification to the committee</p> <ol style="list-style-type: none"> <li>a. Objectives will be updated. 8 of 18 complete.</li> <li>b. Milestones – Dr. Theige invited to meet with the group to discuss milestone education.</li> <li>c. <i>Dr. Lou will report updates during the next quarter.</i></li> </ol> <p>l. Monitoring of 3/8/21 ACGME LON Surgery– Dr. Johnson (See Attachment 4) Dr. Johnson reported on the surgery LON Survey from last spring.</p> <ol style="list-style-type: none"> <li>a. Faculty/Staff inquiry/interest in teaching– Robust faculty feedback. Faculty not getting feedback from program to include letter w/ statistics. Log procedures.</li> <li>b. Conference attendance – set minimum standards.</li> </ol>		
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- c. Grand Rounds – changed structure to get better attendance of faculty.
- d. Simple APP – smart phone app to evaluate performance by faculty or resident. Requires some sharing of data. Legal reviewing.
- e. Dr. Johnson will return when the next survey reports.

Monitoring of 3/5/21 ACGME LON Family Medicine(Minot) Dr. Sandroni reported on updates in response to the ACGME LON:

m. Minot

- a. Patient population age less than 10. Update provided. New employee to track metrics.
- b. New Citations – high turnover of PDs. Dr. Sandroni committed to role.
- c. Annual eval of faculty – Formal faculty evaluating. Working with Dr. Beal re: survey.
- d. Environment – Labor and delivery rotation did not seem like a welcome rotation by nurses on the unit. Meeting with leadership at Trinity to discuss.  
Evaluations and feedback for rotation.
- d. *Dr. Sandroni will report updates during the next quarter.*

n. Monitoring of 3/8/21 ACGME LON Family Medicine (Williston) Dr. Sandroni reported on updates in response to the ACGME LON:

Williston –

- a. New Citations – high turnover of PDs. Dr. Sandroni committed to role.
- b. Annual eval of faculty – Formal faculty evaluating. Working with Dr. Beal re: survey
- c. Faculty practicing OB – Dec Dr. Tuma joined program and will meet requirement.
- d. *Dr. Sandroni will report updates during the next quarter.*

	<ul style="list-style-type: none"> <li>o. Monitoring of 2020 and 3/2/21 Family Medicine (Fargo) ACGME LON – Dr. Lunde (Report forthcoming)</li> <li>a. New letter (April 02) gives continued accreditation. All previous citations resolved. Listed trending areas. Program will work on the trending areas to avoid a citation.</li> <li>b. 2021 ACGME LON Concerning trend – Telehealth visits must be tracked and built on during face to face encounters.</li> </ul>		
10. Institutional Accreditation			I.B.4.b).(6)
11. Annual Institutional Review			
12. Oversight of programs changes			
13. Establishment of Policy and Procedures	<ul style="list-style-type: none"> <li>a. Follow up to January 2021 GMEC discussion regarding social media training for residents/fellows– Dr. Schmitz reported on his findings. Dr. Schmitz took the AMA module on Privacy and Confidentiality. All PG1 residents complete this module.</li> <li>b. All UND employees and residents complete a HIPAA module annually.</li> <li>c. Programs should use their judgment on completion of training. <ul style="list-style-type: none"> <li>a. Consider hypothetical scenarios re: HIPAA and social media.</li> </ul> </li> </ul>		I.B.4.b).(1)

	b. If anyone needs help or collaboration, please contact Dr. Schmitz.		
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment			
Future meeting schedules	<b>2020-2021 Academic Year Meeting dates VIA ZOOM</b> 4:00-5:00PM GMEC 5:00-5:30PM Institutional Resident Forum (Residents ONLY)  May 11, 2021 June 8, 2021		

Minutes taken by Kristi Hofer, GME

Voting Members - Fargo/or Grand Forks sites		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<a href="#">Kim Becker, DIO</a>	DIO		X	X	X			X	X		X		
<a href="#">David Theige, MD</a>	Quality Improvement/Safety Officer Sanford			X					X		X		
<a href="#">Jennifer Raum, MD, IM</a>	Program Director		X		X			X	X		X		
<a href="#">Robert Olson, MD, Psych</a>	Program Director		X	X	X			X	X		X		
<a href="#">Neville Alberto, MD, TY Year</a>	Program Director		X	X	X			X			X		
<a href="#">Stefan Johnson, MD, Surgery</a>	Program Director				X			X			X		
<a href="#">Jason Myrmoe, MD, Family Med-Fargo</a>	Program Director			X	X			X					
<a href="#">Lara Lunde, MD Family Med-Fargo</a>	Program Director								X		X		
<a href="#">Bruce Piatt, MD, Orthopedics</a>	Program Director			X	X			X	X		X		
<a href="#">Donald Jurivich, MD, Geriatrics Fellowship</a>	Program Director			X				X	X				

<a href="#">Sadiah Khan, MD, MD, Psych</a>	Resident member				X			X	X		X		
<a href="#">Jennifer Twing, MD, Psych</a>	Alternate representative												
<a href="#">Jessie Bjella, MD, R1, TY Year</a>	Resident member		X	X					X		X		
<a href="#">Zachary Hemann, MD, R1, TY Year</a>	Alternate Resident member							X					
<a href="#">Spencer Campbell, MD, R3, IM</a>	Resident member		X	X	X			X	X		X		
<a href="#">Umama Zareen, MD, R2, IM</a>	Alternate Resident member		X										
<a href="#">Dustin Nowotny, MD, R4, Surgery</a>	Resident member		X					X			X		
<a href="#">Max Hansen, MD, R4, Surgery</a>	Alternate Resident member												
<a href="#">Michael Seaman, MD, Fmed Fargo</a>	Resident member		X						X				
<a href="#">Katrina Foster, MD, Fmed Fargo</a>	Alternate Resident member										X		
<a href="#">Carol Johnson, MD, Geriatrics</a>	Geriatrics fellow												
<a href="#">Anjandeep Hara, MD, Geriatrics</a>	Alternate Geriatrics fellow												
<a href="#">Rucker Staggers, MD, MD, Orthopedics</a>	Resident member		X	X					X		X		
<a href="#">Julia Matera, MD, Orthopedics</a>	Alternate Resident member				X						X		
<b>Voting Members - Minot</b>													
<a href="#">Peter Sandroni, MD, FM</a>	Program Director		X		X			X	X		X		
<a href="#">Sohaib Hussaini, MD, R2, FM</a>	Resident member		X	X	X				X				
<a href="#">Priya Vora, MD, R1, FM</a>	Alternate Resident member		X										
<b>Voting Members - Williston</b>													
<a href="#">Peter Sandroni, MD, FM</a>	Program Director		X	X	X				X		X		
<a href="#">Afaq Shariff, MD, R3 FM</a>	Resident member							X			X		
<a href="#">Amit Babra, MD, R2, FM</a>	Alternate Resident member							X					
<b>Voting Members - Bismarck</b>													
Jeff Hostetter, MD, FM	Program Director		X		X				X		X		
<a href="#">Nicole Careen, MD, R3, FM</a>	Resident member		X		X			X			X		



<a href="#">Travis Anderson, MD, R3, FM</a>	Alternate Resident member		X	X	X			X	X				
<b>Voting Members - Hettinger</b>													
<a href="#">Jeff Hostetter, MD, FM</a>	Program Director			X	X				X				
<a href="#">Janak Patel, MD, FM</a>	Resident representative			x				X					
<a href="#">Michael Luckow, MD, FM</a>	Alternate Resident member												
<b>Advisory Members</b>		<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>
<i>* (Assoc/Asst PD become voting when PD is Absent)</i>													
<a href="#">Marc Basson, MD , PhD, MBA</a>	Senior Assoc. Dean of Medicine & Research		X	X	X			X	X				
<a href="#">Robert Sticca, MD, Surgery</a>	Assoc. Program Director* (Fargo)												
<a href="#">Cathy Houle, MD, FM</a>	Site Director Hettinger							X	X				
<a href="#">James Roerig, Pharm.D., Psych</a>	Assistant PD, Clerkship Director*												
<a href="#">Hailey Schepp, MPA</a>	Sanford Health representative		X	X				X					
<a href="#">Paul Mariani, MD, VA Medical Center</a>	Designated Educational Official VA GMEC Appointee												
<a href="#">Curtis Small, MD, Site Director, FM Rural</a>	CHI St. Alexius Health, Williston GMEC Appointee			x	X			X			X		
<a href="#">Angie Flesberg, Surgery</a>	Program Coordinator (Fargo)		X					X	X		X		
<a href="#">Carla Moser, IM</a>	Manager and Clerkship (Fargo)		X	X	X			X	X		X		
<a href="#">Karen Rude, FM Minot</a>	Program Coordinator (Minot)			X	X			X	X		X		
<a href="#">Beth Ambrosio, IM</a>	Program Coordinator		X					X	X		X		
<a href="#">Ashley Jochim, TY Year</a>	Program Coordinator		X		X			X	X		X		
<a href="#">Debra Walker, Psych</a>	Manager and PC			X				X	X		X		
<a href="#">Cecilia Hospidales, FM Fargo</a>	Program Coordinator (Fargo)		X	X				X	X		X		

<a href="#">Sara King, Orthopedics</a>	Program Coordinator (Fargo)		X	X				X	X		X		
<a href="#">Tammy Hruby, FM Hettinger</a>	Site Coordinator (Hettinger)			X									
<a href="#">Greta Loritz, FM</a>	Program Coordinator (Bismarck)		X		X			X	X		X		
<a href="#">Britney Mayo, Program Coordinator</a>	Site Coordinator (Williston)							X	X		X		
<a href="#">Meghan Jeanotte, Geriatrics</a>	Assistant (GF)												
<a href="#">Gunjan Manocha, Geriatrics Fargo</a>	Program Coordinator (GF)			x					X				
<a href="#">Kristi Hofer, GME Office</a>	Admin Officer, GME & SE Campus		X	X	x			X	X		X		
Guests													
<a href="#">Dinesh Bande, MD, Internal Med</a>	Chair, IM												
<a href="#">Susan Zelewski, MD, NW Campus</a>	Campus Dean, Clinical Curriculum			X				X	X		X		
<a href="#">David Schmitz, MD, Family Med</a>	Chair, Family Medicine		X	X	x			X	X		X		
<a href="#">Lisa Jorissen, Neurology</a>	Program Coordinator (no residents)		X	X				X	X		X		
<a href="#">Jau-Shin Lou, MD, Neurology</a>	Program Director (no residents)				x						X		
<a href="#">Andrea Ludwig, HemOnc</a>	PC future HemOnc fellowship		X						X		X		
<a href="#">Matthew Tinguely, MD, HemOnc</a>	PD future HemOnc fellowship			X	x			X	X		X		
Lisa Steinbrink	Surgery			x							X		
Laura Block	Admin/Finance				X								
Melissa Arnold	HR								X				
Hannah Whallen	HR								X				