

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

**May 11, 2021
Meeting Minutes**

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	The meeting was called to order at 5:00PM	There was a motion to approve the consent agenda (Olson/Hostetter) Motion approved by the full committee.	I.A.5.a)
2. Review of Minutes	The minutes of April 13, 2021 were submitted with the consent agenda.	Minutes approved via consent agenda.	I.B.3.b)
3. Announcements			I.B.4.a).(2)
4. Quality of GME Learning	<p>a. 2021 ACGME Resident and Faculty Survey Results (See Attachment 3)</p> <p>Historically GMEC reviews areas that need attention due to a 10% or more deviation from the national average or any percentage below 75%. No items met those parameters. – the committee had no further comments or actions.</p> <p>b. Check in with resident/fellow committee members – Residents did not report any issues to the committee.</p>		I.B.4.a).(2)
5. Stipends and position allocation review and recommendations			I.B.4.b).(2)

6. Communication with GMEC	<p>The program directors asked for updates from Dr. Basson on program graduation ceremonies. Dr. Basson said that current guidelines on commencement still stand. UND sanctioned events MUST comply with the current guidelines.</p> <p>Dr. Basson will update the committee after a discussion with Dr. Wynne.</p>		
7. Resident duty hours	a. MedHub Duty Hours Institutional Summary: March 2021, February 8-March 7 (Minot, Williston, Bismarck)	Items 7a approved via consent agenda.	III.B.5
8. Curriculum and Evaluation	<p>a. The same required AMA modules from last year will get assigned to incoming PGY-1's and fellows. See below. Due date: August 1, 2021.</p> <ol style="list-style-type: none"> 1. Patient Handoffs 2. Physician Health: Physicians Caring for Ourselves 3. Resident Intimidation 4. Residents as Teachers 5. Sleep Deprivation: Your Life and Your Work 6. Working Effectively within an Interprofessional Team 7. Thriving Through Residency: the Resilient Resident 8. Cultural Competency 9. Patient Safety 10. Privacy and Confidentiality 11. Creating an Effective and Respectful Environment 12. Quality Improvement Practices. 	Items 8a approved via consent agenda.	I.B.4.a).(4)
9. Oversight of program accreditation: Review of accreditation letters, monitoring of action plans for correction of citations	a. 4/21/21 ACGME LON-Psychiatry-Continued Accreditation effective 2/12/21. 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.	Items 9a-b approved via consent agenda.	I.A.3.

and areas of noncompliance.	<p>b. 4/27/21 ACGME LON-Surgery-Temporary complement increase approved for a preliminary position during the dates of 7/1/21-6/30/22.</p> <p>c. Surgery permanent complement increase – Dr. Johnson would like to request a permanent complement increase to avoid the paperwork of requesting temporary increases. A permanent increase would maintain 4 prelim residents per year.</p> <p>The committee had a discussion of the planned use of the spot. <i>This item will be brought back to the committee when Dr. Johnson has confirmed requirements with the NRMP.</i></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. Special Review Policy and Protocol – Dr. Becker discussed updates to the special review policy. The Psychiatry program would like to request an informal internal review because of the timing of the last review and extended timing for their next site visit. He would like the review internal for program improvement or comment. The committee discussed how these internal checkups can happen without required documentation or reporting VS the committee requiring a Special Review because of noted deficiencies.</p> <p>Dr. Olson unsure if a requested internal review for purposes of preparedness should be in this policy.</p>	<p>Dr. Becker will review the policy and come back to the committee with further discussion and updates.</p> <p>Leave policy will be revisited with the committee.</p>	I.B.4.b).(1)

	<p>b. American Board of Medical Specialties Policy on Parental, Caregiver and Medical Leave During Training effective July 1, 2021 (See Attachment 5). PD's-see email that Kim Becker sent on 4/28/21. Review GME leave policy (See Attachment 6). – There was a discussion on how this could be implemented and how it would impact resident leave/resident payroll.</p> <p>Dr. Olson suggested that the committee should separate the discussion on how the leave effects resident curricular requirements and ability to site for board exams vs: leave and control of Payroll.</p> <p>c. Routine annual review of all policies per SMHS policy – Moonlighting Policy – Dr. Becker provided the ACGME Institutional and Common Program Requirements for reference. The updated presented to the committee for review.</p>	<p>Suggest discussion with Mel Arnold on the university policy re: parental leave and the use of leave and FMLA.</p> <p>There was a motion to approve the updated policy (Piatt/Raum). The full committee approved the motion.</p>	
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment			
Future meeting schedules	<p>2020-2021 Academic Year Meeting dates VIA ZOOM 4:00-5:00PM GMEC 5:00-5:30PM Institutional Resident Forum (Residents ONLY)</p> <p>June 8, 2021</p>		

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
Kim Becker, DIO	DIO		X	X	X			X	X		X	X	
David Theige, MD	Quality Improvement/Safety Officer Sanford			X					X		X		
Jennifer Raum, MD, IM	Program Director		X		X			X	X		X	X	
Robert Olson, MD, Psych	Program Director		X	X	X			X	X		X	X	
Neville Alberto, MD, TY Year	Program Director		X	X	X			X			X		
Stefan Johnson, MD, Surgery	Program Director				X			X			X	X	
Jason Myrmoe, MD, Family Med-Fargo	Program Director			X	X			X					
Lara Lunde, MD Family Med-Fargo	Program Director								X		X		
Bruce Piatt, MD, Orthopedics	Program Director			X	X			X	X		X	X	
Donald Jurivich, MD, Geriatrics Fellowship	Program Director			X				X	X				
Sadiah Khan, MD, MD, Psych	Resident member				X			X	X		X	X	
Jennifer Twing, MD, Psych	Alternate representative												
Jessie Bjella, MD, R1, TY Year	Resident member		X	X					X		X	X	
Zachary Hemann, MD, R1, TY Year	Alternate Resident member							X					
Spencer Campbell, MD, R3, IM	Resident member		X	X	X			X	X		X	X	
Umama Zareen, MD, R2, IM	Alternate Resident member		X										
Dustin Nowotny, MD, R4, Surgery	Resident member		X					X			X	X	
Max Hansen, MD, R4, Surgery	Alternate Resident member												
Michael Seaman, MD, Fmed Fargo	Resident member		X						X			X	
Katrina Foster, MD, Fmed Fargo	Alternate Resident member										X		
Carol Johnson, MD, Geriatrics	Geriatrics fellow												
Anjandeeep Hara, MD, Geriatrics	Alternate Geriatrics fellow												
Rucker Staggers, MD, MD, Orthopedics	Resident member		X	X					X		X		

Advisory Members		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
* (Assoc/Asst PD become voting when PD is Absent)													
Marc Basson, MD, PhD, MBA	Senior Assoc. Dean of Medicine & Research		X	X	X			X	X			X	
Robert Sticca, MD, Surgery	Assoc. Program Director* (Fargo)												
Cathy Houle, MD, FM	Site Director Hettinger							X	X			X	
James Roerig, Pharm.D., Psych	Assistant PD, Clerkship Director*												
Hailey Schepp, MPA	Sanford Health representative		X	X				X					
Paul Mariani, MD, VA Medical Center	Designated Educational Official VA GMEC Appointee												
Curtis Small, MD, Site Director, FM Rural	CHI St. Alexius Health, Williston GMEC Appointee			x	X			X			X		
Angie Flesberg, Surgery	Program Coordinator (Fargo)		X					X	X		X	X	
Carla Mosser, IM	Manager and Clerkship (Fargo)		X	X	X			X	X		X	X	
Karen Rude, FM Minot	Program Coordinator (Minot)			X	X			X	X		X	X	
Beth Ambrosio, IM	Program Coordinator		X					X	X		X	X	
Ashley Jochim, TY Year	Program Coordinator		X		X			X	X		X	X	
Debra Walker, Psych	Manager and PC			X				X	X		X	X	
Cecilia Hospidales, FM Fargo	Program Coordinator (Fargo)		X	X				X	X		X	X	
Sara King, Orthopedics	Program Coordinator (Fargo)		X	X				X	X		X	X	
Tammy Hruby, FM Hettinger	Site Coordinator (Hettinger)			X									

Formatted Table

Greta Loritz, FM	Program Coordinator (Bismarck)		X		X			X	X		X	X	
Britney Mayo, Program Coordinator	Site Coordinator (Williston)							X	X		X		
Ryan Brunetto, Program Coordinator	Site Coordinator (Williston) 5/15/21											X	
Meghan Jeanotte, Geriatrics	Assistant (GF)												
Gunjan Manocha, Geriatrics Fargo	Program Coordinator (GF)			x					X				
Lisa Jorissen, Neurology	Program Coordinator (no residents)		X	X				X	X		X	X	
Jau-Shin Lou, MD, Neurology	Program Director (no residents)				x						X	X	
Andrea Ludwig, HemOnc	PC future HemOnc fellowship		X						X		X	X	
Matthew Tinguely, MD, HemOnc	PD future HemOnc fellowship			X	x			X	X		X	X	
Kristi Hofer, GME Office	Admin Officer, GME & SE Campus		X	X	x			X	X		X	X	
Guests													
Dinesh Bande, MD, Internal Med	Chair, IM												
Susan Zelewski, MD, NW Campus	Campus Dean, Clinical Curriculum			X				X	X		X	X	
David Schmitz, MD, Family Med	Chair, Family Medicine		X	X	x			X	X		X	X	
Lisa Steinbrink	Surgery			x							X		
Laura Block	Admin/Finance				X								
Melissa Arnold	HR								X				
Hannah Whallen	HR								X				

