

**UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Medical Education Center Room 220 & video and teleconference from distant sites
May 12, 2020**

Meeting Minutes

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	Consent agenda approved. (Hostetter/Heitkamp)		I.A.5.a)
2. Review of Minutes	a) April 14, 2020 approved with consent agenda		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	<p>a) Check in with each program regarding their adaptation to the covid environment and current stage (per ACGME) that the program is functioning</p> <p>Internal Medicine – Stage 2 Three cohorts 1. non covid inpatients 2. clinic 3. self-study and backup</p> <p>40 inpatients w/covid in-house currently.</p> <p>Transitional – Stage 2 6 of 8 in cohorts 1 2 of 8 in cohort 3 All 8 will complete training on 6/30/20.</p>		

Surgery – Stage 2

Will transition soon to normal complement likely 5/19.

Orthopedics

Back to pretty much normal activity and rotations without restrictions.

Family Medicine Fargo – Stage 2.

Starting to increase clinic appts. Other residents have been doing telemedicine. Some rotations have not accepted rotations back on service such as L&D.

Hostetter – Bismarck Stage 1.25

Other clinics in Bismarck have opened with modified patient flow. At about 75%. OB and Labor/Delivery should resume on 5/18.

Have been able to have residents help with community screening with PPE use. Good experience for population and public health.

Hostetter – Minot

Following community response for care. 50-60 percent response volume of care. Residents have not been allowed to care for Covid+ patients.

Geriatrics – Face visits every other week live visits. Telecare.

Psychiatry – Stage 2.

PG1s on Medicine cohorts. Remainder on rotations with slight modifications. Invented chemical dependency rotation. Rural outreach is telemedicine. Lectures are held via zoom. Sanford and Southeast are virtual visits only.

	<p>Williston – Dr. Small – Not a lot of modifications. Respiratory clinic has been run specifically by primary care. Residents have not been restricted from rotations. Current resident on pediatrics inpatient. Residents did have experience in (respiratory clinic) Covid screening. Patient flow slower but now full schedule. One resident in on-line radiology rotation and that has been a welcome change.</p> <p>Hettinger – Stage 1. One resident on NICU in Bismarck. Other 2 residents here. Clinic numbers low. All else normal function.</p> <p>b) Resident interview season. – Dr. Becker sent an email from key organizations on 2020-2021 interview season – Dr. Basson discussed the recommendations from AAMC and ACGME – No face to face interviewing for the upcoming academic year for UND programs. Consider supplementing a zoom presentation with your program’s website. It is clear this is a national guideline. Discourage travel. Be consistent. Dr. Piatt asked about highly specialized programs and if this will be a deterrent to UND students matching in those programs.</p> <p>Language for away rotations is that you can do an away for specialties that UND cannot provide.</p> <p>c) Check in with each program regarding how they are progressing in implementing the below suggestions (per email from Kim Becker to PD’s on 4/17/20):</p> <p>i) Review of program websites. How can PD’s better “sell” their programs to</p>		
--	--	--	--

	<p>candidates who may end up interviewing remotely and never coming to campus or seeing the program in person at all this fall? IM – Still need to enhance the website with video. Discussed w/ Sanfords marketing dept.</p> <p>ii) All PD's should consider how they may do video interviewing for candidates who cannot come to campus and consider doing some beta testing of the technology and training of faculty in this regard.</p> <p>iii) Transitioning "orientation to the program" activities that traditionally occur on interview days to an online format.</p> <p>Internal Medicine – Still need to enhance the website with video. Discussed w/ Sanford's marketing department/physician recruitment. Beginning stages about digital interviewing. Beginning stages of discussion on department orientation. Discussed opportunities about in person interviewing and UND guidance. No group gatherings greater than 10. Exceptions go thru Dr. Basson.</p> <p>Current guidelines per Dr. Basson</p> <ul style="list-style-type: none">• No class• No gathering of 10 or more• Approval for OOS rotations• Avoid anything that breaks social distancing.• NDUS guidelines.		
--	---	--	--

- **Fall semester will be in person with modifications to social distance.**

FMED – Discuss new system. Rural programs have did distance interviews historically. Website updated. Residency classes less than 10.

Geriatrics – Video insertion for website. Modify zoom and include breakout rooms.

Orthopedics - Early discussions. Reviewing website and discussing video.

Surgery – Website needs a lot of work. UND had restricted the style of website.

Dr. Basson advised. Comply w/ university guidelines to include color schemes and restrictions. High quality and good taste should be fine.

Psychiatry – Need website updated. UND was rigid. Need video tours and more videos. Likely zoom interviews.

FMED Fargo – Need to work on all 3 areas. A few interviews last year via skype because of weather but need to develop a process.

TY – plan to use zoom for interview. Orientation will be online.

	UND Students should also be interviewed via zoom to make it fair to all.		
6. Resident duty hours	a) MedHub Duty Hours Institutional Summary: March 2020	Approved with consent agenda. (Hostetter/Heitkamp)	III.B.5
7. Quality of GME Learning			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.	a) 4/13/20 ACGME LON Family Medicine-Fargo. (See attached) Dr. Walker scheduled to present at June GMEC	Approved with consent agenda. (Hostetter/Heitkamp)	I.A.3.
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) Vacation Rollover Proposal-Dr. Sejal Parikh, Psychiatry Resident (See attached). – Dr. Sejal proposed that possibility of extending vacation days into the next academic year.</p> <p>Dr. Parikh reviewed options utilized at other schools and programs.</p> <p>Program directors felt they could support this for academic year due to the pandemic.</p>	<p>A motion was made to accept proposal for residents to carryover their unused leave at the discretion of the program director for a period of one year ending June 30, 2021. Program Directors will consult their specialty boards. (Hostetter/Theige). Motion approved by the full committee.</p>	I.B.4.b).(1)
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment			
Future meeting schedules			

Minutes taken by Kristi Hofer, GME

Jeff Hostetter, MD, Fmed	Program Director	X			X	X		X		X	X	
Ernesto Bogarin, MD, Fmed	Resident member							X				
Sohail Shariff, MD, FMed	Alternate Resident member	X				X						
Voting Members - Bismarck												
Jeff Hostetter, MD, FMed	Program Director	X				X	X	X			X	X
Karin Willis, MD, Geriatrics	Program Director											
Nicole Careen, MD, Fmed	Resident member	X				X						
Travis Anderson, MD, FMed	Alternate Resident member						X	X			X	
Voting Members - Hettinger												
Annie Hara, MD, FMed	Resident representative	X						X			X	
Janak Patel, MD, Fmed	Alternate Resident member											
Advisory Members												
* (Assoc/Asst PD become voting when PD is Absent)												
Marc Basson, MD , PhD, MBA	Senior Assoc. Dean of Med & Research						X		X		X	X
Robert Sticca, MD, Surgery	Assoc. Program Director* (Fargo)											
Cathy Houle, MD, FMed	Site Director	X				X					X	X
James Roerig, Pharm.D., Psychiatry	Associate 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, FMED Rural	CHI St. Alexius Health, Williston GMEC Appointee	X							X			
Angie Flesberg, Surgery	Program Coordinator (Fargo)					X			X			
Renee Sluke, Internal Med	Manager and Coordinator											
Karen Rude, Fmed Minot	Program Coordinator (Minot)					X	X		X			
Beth Ambrosio, Internal Med	Program Coordinator	X				X			X		X	
Ashley Jochim, TY	Program Coordinator	X				X			X		X	
Debra Walker, Psychiatry	Manager and Program Coordinator	X				X	X		X		X	
Cecilia Hospidales, Fmed Fargo	Program Coordinator (Fargo)					X	X				X	
Sara King, Orthopedics	Program Coordinator (Fargo)	X				X					X	
Tammy Hruby, Fmed Hettinger	Site Coordinator (Hettinger)	X										
Greta Loritz, Fmed	Program Coordinator (Bismarck)	X				X	X				X	

Yesenia Chacon (Elizabeth), Program Coordinator	Site Coordinator (Williston)											
Meghan Jeanotte, Geriatrics	Assistant (GF)											
Gunjan Manocha, Geriatrics Fargo	Program Coordinator (GF)	X					X					
Kristi Hofer, GME	Admin Officer, SE Campus & GME	X				X		X		X	X	
Errin Jordan, GME Grand Forks	GME & Neurology				X							
Guests present see below												
Dr. Bande, IntMed												
Dr. Zelewski, NW Campus		X				X		X				
Dr. Schmitz, Fmed		X				X				X	X	
Lisa Jorisson, Neurology	Program Coordinator (Fargo)					X						
Dr. Jau-Shin Lou, Neurology	Program Director					X						
Dr. Warne	Guest speaker					X						