

UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Medical Education Center Room 220 & video and teleconference from distant sites
Meeting Minutes
June 11, 2019

Topic/Presenter	Discussion	Action/Resolution	ACGME Require
1. Call to order	Dr. Kim Becker called the meeting to order at 4:08pm. Attendance Sheet is attached.		I.A.5.a)
2. Review of Minutes	a. The minutes of May 14, 2019 were reviewed and approved without changes.	The Consent Agenda was approved with no items removed or changed by the full committee. (Theige/Heitkamp)	I.B.3.b)
3. Announcements	Dr. Becker thanked residents and fellows that are leaving the committee. She also thanked Dr. Sticca who will become an associate program director and Lori Anderson who will be retiring from UND at the end of June after approximately 26 years in GME. Dr. Olson and Dr. Blehm will be providing a lecture to the residency programs on Provider depression and suicide. Dr. Becker will coordinator with programs. AMA Modules. Welcome emails will be sent out on June 19 with a due date of September 30, 2019. Some slight title changes in the modules were announced.		I.B.4.a).(2)
4. Recommendations benefits/support/ stipends			I.B.4.b).(2)
5. Communication with GMEC	a. "Get Immediate Mental Health Help Now" button is back up on the UND SMHS GME website: https://med.und.edu/residency-programs/ (after getting taken down with the new UND website). During 2019-2020		

	<p>New Resident/Fellow Orientation, DIO will alert residents/fellows to this and other well-being resources. Program Directors may wish to delegate that a Chief Resident reviewed resources with residents/fellows at least annually.</p> <p>b. Reminder that Mandatory UND Orientation for New Residents/Fellows will occur on June 21, 2019. Notify Kim Becker as soon as possible if your program has a resident/fellow who will be unable to attend orientation.</p> <p>c. GMEC Meeting Dates for 2019-2020 4:00-5:00PM GMEC 5:00-5:30PM Institutional Resident Forum (Residents ONLY)</p> <ul style="list-style-type: none">• July 9, 2019-no meeting• August 13, 2019• September 10, 2019• October 8, 2019-no meeting• November 12, 2019• December 10, 2019• January 14, 2020-no meeting• February 11, 2020• March 10, 2020-no meeting• April 14, 2020• May 12, 2020• June 9, 2020 <p>d. Institutional self-study and site visit postponed – no new date assigned. A six month notice will be given.</p> <p>e. MedHub follow-up from May GMEC – concerns about duty hour notifications were discussed with MedHub. MedHub said it was a good idea and they would work on it. Dr. Becker said MedHub has</p>		
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	<p>not been extremely customer centered. Dr. Theige noticed on the IM Listserv that discussions about MedHub. Dr. Theige wondered if pressure from client base would help. Dr. Basson urged program directors to discuss at orientation the implications of duty hour violations.</p> <p>f. CLER update (Sanford)-Dr. Theige reported on updates at Sanford since the last CLER site visit. Dr. Theige provided a document on the work that has been with a working committee. Highlights included.</p> <ul style="list-style-type: none">• Culture of safety – Fall 2018 all employees invited to participate in a survey. To be repeated annually.• Safety culture training (Sanford accountability for excellence)• Resident orientation – patient safety day to include how to report safety events. What events to report?• Dr. Theige reinforcing by making rounds with different teams.• Residents/faculty provided with summary of institutions safety reports. Some programs have received this with didactics.• Residents must participate in real or simulated root cause analysis. Changing to new process ACA apparent cause analysis. Shorter process more frequent -• Information on how to disclose patient safety events. Simulation activity under development. Each program will be asked to participate.• Residents will receive training in quality improvement processes. A		
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	<p>new pilot intervention program will be offered to all programs at Sanford.</p> <ul style="list-style-type: none"> • Data on benchmarks will make quarterly to semi-annual presentations to programs. • Compiled on-going quality improvement projects. <p>Dr. Piatt asked if current residents will be expected to participate and Dr. Theige responded they will and in the next 6 months many sessions offered to help accommodate schedules..</p> <p>Dr. Schmitz is working with other family medicine programs to meet the requirements.</p> <p>Dr. Basson commended Dr. Theige on his work on this project.</p>		
6. Resident duty hours	<p>Dr. Becker audited program duty hours. Programs should be reviewing the report and discussing hours and submission rates with residents.</p> <ul style="list-style-type: none"> • Dr. Heitkamp reminded residents they need to document days off and vacation even if you have not worked. 		III.B.5
7. Quality of GME Learning	<ul style="list-style-type: none"> • Program work environment • Follow-up on prior issues – Fargo Family Medicine call room – Dr. Walker received an email today that all residents will have access to the sleep room with a first come, first serve. If the demand exceeds supply, they will work on that. An email went to residents Sanford email's on June 10. 		I.B.4.a).(2)

	<ul style="list-style-type: none"> • Check in from all resident committee members to include program work environment, duty hours, and supervision. 		
8. Curriculum and Evaluation			I.B.4.a).(4)
9. Oversight of programs accreditation	<ul style="list-style-type: none"> • 5/9/19 ACGME LON: Family Medicine – Hettinger was approved for a temporary increase for 1 resident 07/01/2019 – 07/01/2021. • 6/3/19 ACGME Corrected LON: Family Medicine –Fargo. Continued accreditation. One citation issued for potential non-compliance with the 80-hour rule and an area for improvement for concerns expressed in the Resident Survey regarding "clinical experience and education", "resources" and "patient safety and teamwork". • Monitoring of Geriatrics Fellowship (Bismarck) Special Review Recommendations – Dr. Willis (See Attachment 3) – Dr. Willis discussed a potential late start fellow. Dr. Willis will need to update faculty names. Dr. Willis had previously responded to concerns. Dr. Basson asked that Dr. Willis return in January for an update on how things are going. • Monitoring of Geriatrics Fellowship (Fargo) Special Review Recommendations – Dr. Jurivich (See Attachment 4) – Deferred. • Monitoring of Fargo Family Medicine Special Review Recommendations – Dr. Walker (See Attachment 5) – Dr. Walker reviewed updates. 	<p>Approved by consent agenda.</p> <p>Approved by consent agenda.</p> <p>Dr. Willis asked to return in January to update the committee on progress after a fellow begins.</p>	I.A.3.

	<ul style="list-style-type: none"> i. Patient safety reports and quality improvement covered by Dr. Theige. Transition of care – ii. Starting adult inpatient family medicine service and will be addressed. iii. Evaluations – Faculty do not see part of the report with residents name on evaluation. Residents concerned about confidentiality. iv. FMED core faculty – New faculty joining in later June, Dr. Parmar. Additional community faculty in maturity care also joining. Dr. Laqua and Sarah Hanson, nurse midwife. v. Faculty development. – working on starting an 18 month rotating faculty development curriculum. Yet to be worked on. Most current faculty development on precepting. <ul style="list-style-type: none"> • Monitoring of Surgery 3/2/19 LON – Dr. Sticca (See Attachment 6) – A written response was provided to the committee. 	<p>Dr. Steffan Johnson will give the committee an update in August.</p>	
10. Institutional Accreditation			I.B.4.b).(6)
11. Annual Institutional Review			
12. Oversight of programs changes	<ul style="list-style-type: none"> a. Review of the following for approval (applications for ACGME accreditation of new programs; requests for permanent changes in resident/fellow complement; additions and deletions of participating sites; appointment of new PD's, etc.) prior 	<p>A motion was made to approve Dr. Steffan Johnson's appointment as the Surgery program director. (Theige/Heitkamp)</p>	

	<p>to submission to the ACGME by program directors</p> <p>b. Request for approval of Surgery PD to Dr. Stefan Johnson, effective July 1, 2019 (See Attachments 7 and 8) – Documents for requirements of PD and Dr. Johnson’s CV were reviewed.</p>		
13. Establishment of Policy and Procedures	<p>a. Accommodation of Residents/Fellows with Disabilities (See Attachments 9 and 10) – Ms. Donna Smith, JD, Director, Equal Opportunity & Title IX Title IX/ADA Coordinator – Deferred.</p>		I.B.4.b).(1)
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment	The meeting adjourned at 5:00PM.		
Future meeting schedules	<p>2019-2020 GMEC Schedule: 4:00-5:00PM Full committee to include resident members 5:00-5:30PM Institutional Resident Forum (Residents ONLY)</p>		