

**UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Via Zoom
August 10, 2021**

Meeting Minutes

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	The meeting called to order at 4:00PM.	A motion was made to approve the consent agenda (Hostetter/Lunde). The full committee approved the motion.	I.A.5.a)
2. Review of Minutes	a) Approval of June 8, 2021 minutes. One correction was an e-vote approval date changed to 7/23/21.	Approved via consent agenda	I.B.3.b)
3. Announcements	a) Welcome to new members. Consent agendas explained to the new members.		I.B.4.a).(2)
4. Stipends and position allocation review and recommendations			I.B.4.b).(2)
5. Communication with GMEC	<p>a) Summary of number of resident interactions with Campus Resident Advocates in 2020-2021 – Dr. Becker reported that the following interactions from Resident advocates: Dr. Yvonne Gomez, NE Campus reported 0 Dr. Paul Olson, NW Campus reported 1 Dr. Katie Hall, SE Camus reported 2 Dr. Gordon Leingang, SW Campus reported 1</p> <p>b) Campus Resident Advocate appointments for 2021-2022 - Listed above.</p> <p>c) The following e-vote passed on 7/23/21: The primary mission of the University of North Dakota School of Medicine and Health Sciences' graduate medical education programs is to train competent, caring</p>		

	<p>physicians who will provide high-quality, safe, and effective medical care for North Dakota communities.</p> <p>d) Friendly reminder: Please direct questions regarding resident benefits to Tass Wood, UND SMHS, instead of main campus HR.</p> <p>e) DIO sent letter to all residents/fellows indicating that they may attend the Resident/Fellow Forum is held from 5:00pm-5:30pm immediately following GMEC meetings. Additionally, all residents/fellows are welcome to attend GMEC held from 4:00pm – 5:00pm to present concerns that arise from discussions at the forum. Please provide 3 weeks’ notice to DIO to get on the agenda.</p> <p>f) GMEC New/Existing Members: Please review/refresh the responsibilities of GMEC. (See Attachment 2).</p> <p>g) GME \$250 Research Award 2021-2022 application disseminated to all residents/fellows. (See Attachment 3) Deadline for research award from last academic year extended to 8/2/21.</p>		
6. Resident duty hours	a) MedHub Duty Hours Institutional Summary: May-June 2021. April 5, 2021- June 30, 2021 for Minot, Williston, Bismarck. (See Attachment 6)	6a. Approved via consent agenda	III.B.5
7. Quality of GME Learning and Working Environment	a) Check in with resident/fellow committee members.	No issues mentioned by resident members.	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	<p>a) Monitoring of 3/8/21 ACGME LON Surgery and Response to Special Review–Dr. Johnson (See Attachment 7) – Dr. Johnson gave the following updates:</p> <ul style="list-style-type: none"> • Faculty engagement and feedback. More faculty involved in faculty meetings so time changing to get more involved. • More grand rounds by faculty. 		I.A.3.

<p>correction of citations and areas of noncompliance.</p>	<ul style="list-style-type: none"> • More awareness on who is core faculty and how to become core faculty. • Annual faculty recognition. • Approved simple app. Smart phone app to give quicker feedback. • Board pass rate. Clarification, surgery has 2 part certification. Written pass rate 90%. Last year's class chiefs passed. Everyone who has taken it has passed written section. Oral exam is more complex and subjective and more practice exams are be given. • Hired another faculty to be in charge of didactics. • Developing system to reduce pages during conferences. • Duty Hours – monitoring based on 4 week blocks. Decent plan in place. • Dr. Olson said they assign 1 faculty member to be discussant re: presentation and 5 minute end for presentation additional info from faculty and they can help in Q/A. <p>b) 6/11/21 Surgery ACGME LON: Temporary Increase approved for 1 resident(s) 07/01/2021 - 08/08/2022.</p> <p>c) 7/1/21: Family Medicine (Fargo) ACGME LON: Temporary Increase approved for 1 resident(s) 07/01/2021 - 07/31/2021.</p> <p>d) 7/1/21: Family Medicine (Minot) ACGME LON: Temporary Increase approved for 1 resident(s) 07/01/2021 - 08/31/2021</p> <p>e) GMEC approval of Surgery Special Review Report conducted in June 2021 (See Attachment 4)</p> <p>f) GMEC approval of Annual Program Evaluations submitted in 2019-2020 annual reports (See Attachment 5)</p>	<p>9b. Approved via consent agenda</p> <p>9c. Approved via consent agenda</p> <p>9d. Approved via consent agenda</p> <p>9e. Approved via consent agenda</p> <p>9f. Approved via consent agenda</p>	
<p>10. Institutional Accreditation</p>			<p>I.B.4.b).(6)</p>

11. Annual Institutional Review			
12. Oversight of programs changes			
13. Establishment of Policy and Procedures	<p>a) Nonrenewal of Contract Policy (See Attachment 8 which contains proposed policy and responses from Legal and HR) – Reviewed at a previous meeting. Dr. Theige said that at one time in the past the ACGME had a specific number of months and that was likely where the timing came from.</p> <p>b) Special Review Policy and Procedure (See Attachment 9 which contains proposed policy and response from ACGME Institutional Committee) – Dr. Becker contacted the ACGME IRC re: mock reviews. (would they be discoverable). The ACGME said the mock review was fine to be included. They just wanted to make sure that we were not avoiding a “Special Review”. The committee had multiple changes to the policy in discussion.</p> <p>c) Leave policy (See Attachment 10 which contains proposed policy, response from HR, and American Board of Medical Specialties Policy on Parental, Caregiver and Medical Leave During Training effective July 1, 2021) – Dr. Becker reviewed possible changes to the leave policy. <i>Dr. Becker will ask HR and/or Administration and finance and legal re: payment for extended leave and leave that may extend different contract years.</i> Discussion points: <i>What we pay you for?</i> <i>What you can do and still sit for boards?</i></p>	<p>13a). A motion made to approve the policy as proposed with meeting information. (Olson/Raum). Dr. Olson asked for resident input. One of the residents asked if all thought it was reasonable, but given programs typically send out contracts early it shouldn’t be a surprise. There is an appeal process.</p> <p>The motion was approved by the full committee.</p> <p>13b). A motion was made to accept the policy provided in the attachment with the following changes:</p> <p><i>Change “The purpose of a mock review is to provide useful information such as program strengths and weaknesses in order for a program to improve.”</i></p> <p>To:</p> <p><i>“The purpose of a mock review is to provide useful information for a program to improve.”</i></p> <p>Change: <i>“A mock review may not occur if the program meets</i></p>	I.B.4.b).(1)

		<p>criteria for underperformance, in which a special review will occur.”</p> <p>To:</p> <p>A mock review shall not be a substitute for a special review when a special review is indicated.</p> <p>Other changes in the procedures were additional ACGME changes/wordsmithing which were marked in red and provided in Attachment 9 to GMEC.</p> <p>A motion was made to approve the policy with the above changes (Olson/Theige).</p> <p>The motion was approved by the full committee.</p>	
14. Oversight of reductions and closures			IV.N.
15. Vendor interactions			IV.K
Adjournment	<p>Discussions:</p> <p>Will interviews be virtual? Dr. Basson will inform all programs when he get a final word from the Dean. At this point plan for virtual and will update. The Dean will make the final decision.</p>		

	<p>Covid vaccination. – Some of our partner institutions are now mandating Covid vaccinations. Sanford does have some possible exemptions.</p> <p>Though UND not currently requiring vaccination, we cannot guarantee that you will be able to complete your program without being in compliance to attend rotations at community hospitals/clinics. Please plan accordingly.</p> <p>The meeting adjourned at 5:00PM.</p>		
<p>Future meeting schedules</p>	<p>The next meeting will be in September 2021.</p>		

Minutes taken by Kristi Hofer, GME

Matthew Tinguely, MD, HemOc	PD future HemOnc fellowship
Kayla Burchill, MD, Surgery	Assistant PD, Surgery
Mentor Ahmeti, MD, Surgery	Assistant PD, Surgery