

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

**August 11, 2020
Meeting Minutes**

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	Consent agenda approved. Dr. Becker explained the use of consent agendas to the new members. A motion was made to approve the consent agenda (Raum/Hostetter)	Motion approved by the full committee.	I.A.5.a)
2. Review of Minutes	A motion was made to approve the June 9, 2020 minutes. (Olson/Raum) A motion was made to accept Dr. Hostetter reporting on the LON April 2, 2020. No further reporting is necessary. (Olson/Raum) Approved by the full committee.	Motion approved by the full committee.	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	Diversity and inclusion national speaker at Psychiatry noon conference—Dr. Rob Olson invited the committee members to the Psychiatry Grand rounds on December 16, 2020 12-1pm via Zoom. The topic is Cultural Medicine and diversity/inclusion with special focus on the new ACGME Common program requirement. a. GMEC 2019-2020 annual report due October 1, 2020 (See Attachment 2) b. Some residents have not completed Residents as Teachers requirements in MedHub. DIO will send final notices to residents with cc's to PD in the near future.	Information for committee members.	

c. According to the Campus Resident Advocate policy, each August, Campus Resident Advocates are to file a report of their activities for the preceding year to the Director of GME and GMEC. “The purpose of this report is to be nothing more than a statistical summary of the number of resident interactions that have occurred during the course of the year.” Below are the number of resident interactions for each campus for 2019-2020:

Campus	Number of Resident Interactions
Northeast Campus (Dr. Gomez)	0
Northwest Campus (Dr. Olson)	2
Southeast Campus (Dr. Hall)	0
Southwest Campus (Dr. Leingang)	3

- d. Same Campus Resident Advocates as listed above have been reappointed for 2020-2021.
- e. For programs with citations and/or areas of improvement, please submit ADS reports to Kim Becker one week prior to submission to ACGME.
- f. GMEC New/Existing Members: Please review/refresh the responsibilities of GMEC. (See Attachment 3).
- g. GME \$250 Research Award 2020-2021 application was disseminated to all residents. (See Attachment 4)
- h. DIO sent letter to all residents/fellows indicating that they may attend the Resident/Fellow Forum that 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 Dr. Becker to get on the agenda.
- i. ACGME fees memo

Items a – I approved via consent agenda.

6. Resident duty hours

a. MedHub Duty Hours Institutional Summary: May and June 2020 (See Attachment 6)

Approved via consent agenda.

III.B.5

7. Quality of GME Learning

a. Call room-Fargo Family Medicine-Dr. Theige ***(Dr. Theige was not present and this will be pushed to the September meeting agenda)***

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.	<ul style="list-style-type: none"> a. 6/30/20 ACGME LON Surgery. Temporary Increase approved for 1 preliminary PGY-1 resident 07/01/2020 - 06/30/2021 b. 7/27/20 ACGME LON FM Minot. Accreditation site visit scheduled for 9/2/20 via Zoom. c. 7/27/20 ACGME LON FM Williston RTT. Accreditation site visit scheduled for 9/3/20 via Zoom. 	Items a-c Approved via consent agenda.	I.A.3.
10. Institutional Accreditation	<ul style="list-style-type: none"> a. 7/24/20 ACGME LON b. Review proposed updates to “Program Reports on Duty Hour Compliance” procedure - Dr. Becker reviewed possible updates to the policy on submitting duty hour reports. – A motion was made to approve the suggested updates to duty hour reporting policy. (Raum/Anderson) <p><i>Additional discussion by Dr. Basson was that all those creating the call schedules take extra measures to review carefully. Residents should have appropriate channels followed if trading schedules to make sure it does not create a duty hour violation.</i></p>	Motion approved by the full committee.	I.B.4.b).(6)
11. Annual Institutional Review			
12. Oversight of programs changes			

<p>13. Establishment of Policy and Procedures</p>	<p>a. New UND SMHS Bylaws became effective 5/8/20: http://blogs.und.edu/for-your-health/2020/05/14/new-smhs-bylaws-in-effect/ GMEC Membership Composition is no longer in the bylaws. GMEC needs to determine its membership. Attached is the membership from the former SMHS Bylaws with proposed changes – Dr. Becker discussed the changes made by the bylaws committee. Dr. Becker reviewed a proposal of the committee membership. – A motion was made to approve the suggested updates to the composition of the GMEC membership (Hostetter/Raum)</p> <p>b. Discussion regarding UND SMHS Step 3 policy - Dr. Becker discussed the Step 3 policy. She said the NDBOM is allowing residents to maintain their training licensure even if they have failed Step 3 more than the UND allowed number of times. Dr. Basson shared the following to promote discussion about the current policy. He reminded members that the School is partially funded by the state of North Dakota, for the purpose of training North Dakota physicians. Historically, the ND board only allowed taking Step 3 no more than 3 times. Currently, it appears if a resident passes before four attempts, they may be able to get licensed in a few states. After 10 years, in some cases, they may reapply to the state of North Dakota for licensure.</p> <ul style="list-style-type: none"> • Dr. Olson supports keeping the policy as three attempts. • Dr. Hostetter commented that Step 3 may have some implicit bias • Each specialty board also has additional board requirements whether or not you can sit for specialty boards with a training licensure. • Dr. Hostetter suggested it should be a committee or subcommittee deciding and not the PD. • A resident member said if we are training residents for North Dakota, it would be a disservices to the people of North Dakota if they would not be able to practice right out of residency. <p><i>This discussion was tabled until next month so faculty can have additional time to think about it until the next meeting.</i></p> <p>c. 2019-2020 report provided by Dr. Theige, GMEC Patient Safety</p>	<p>Motion approved by the full committee.</p>	<p>I.B.4.b).(1)</p>
<p>14. Oversight of reductions and closures</p>			<p>IV.N.</p>

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>September 8, 2020 October 13, 2020 November 10, 2020-no meeting December 8, 2020-no meeting January 12, 2021 February 9, 2021 March 9, 2021-no meeting April 13, 2021 May 11, 2021 June 8, 2021</p>		

Minutes taken by Kristi Hofer, GME

