

UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Medical Education Center Room 220 & video and teleconference from distant sites
Meeting Minutes
August 13, 2019

Topic	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	<p>Dr. Becker explained the use of consent agendas to the new committee members explaining that any item on the consent agenda can be removed for further discussion prior to a vote for approval of agenda items and minutes.</p> <p>a. The minutes of June 11, 2019 were reviewed without changes. Item #3 was removed from the consent agenda for discussion.</p>	Minutes and remaining consent agenda items were Approved by the a by the full committee (Johnson/Theige)	I.B.3.b)
3. Announcements	The committee was welcomed.		I.B.4.a).(2)
4. Recommendations benefits/support/ stipends			I.B.4.b).(2)
5. Communication with GMEC	<p>a. The table showing number of interactions of the campus resident advocate during the past academic year. (NE Campus -0; NW Campus – 1; SE Campus – 0; SW Campus – 5)</p> <p>b. All resident advocates reappointed for the 2019-2020 AY</p> <p>c. For programs with citations and/or areas of improvement, please submit ADS reports to Kim Becker</p>	Approved by consent agenda by the full committee	

	<p>one week prior to submission to ACGME.</p> <ul style="list-style-type: none">d. GMEC responsibilities distributed for review.e. Resident Award winners for the past academic year were listed as<ul style="list-style-type: none">• Ahmad R. Khan-Psychiatry (2 awards)• Hafsa Mahmood-Psychiatry• Rocio Figueroa-Internal Medicine• Brian Johnson-Surgeryf. Programs reminded to list scholarly activity in their ACGME WebAds program updates.g. Drs. Olson and Blehm will be presenting to residency/fellowship programs on “Provider Depression and Suicide” in 2019-2020. Currently scheduled:<ul style="list-style-type: none">• August 16, 2019: TY, IM, and FM• January 31, 2020: Surgery, Orthopedic Surgery, Geriatrics (Fargo) <p>CME credit offered. Encouraged attendance. This presentation in part to address ACGME’s Common Program Requirements (below)</p> <p>VI.C.1.e) ... The program, in partnership with its Sponsoring Institution, must educate faculty members and residents in identification of the symptoms of burnout, depression, and substance abuse, including means to assist those who experience these conditions. Residents and faculty members must also be educated to recognize those symptoms in themselves and how to seek appropriate care.</p>		
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6. Resident duty hours	<p>a. Reminder to submit Program Reports on Duty Hour Compliance by the 15th of each month. See email from Kim Becker to GMEC on 7/29/19. Dr. Becker explained that at a later date, the monitoring policy may change.</p> <p>b. Resident duty hours reports submitted were reviewed by the committee. Submission rates did vary. Programs should monitor resident hour submission. Dr. Becker encouraged program coordinators to pull monthly reports for program directors as well as the active program monitoring of duty hours.</p>		III.B.5
7. Quality of GME Learning	<p>a. Program work environment-2018-2019 Resident and Faculty Survey Items for Improvement for institution as a whole (Results sent to elected GMEC elected representatives and PD's with request to participate in today's meeting for this agenda item – Dr. Becker reviewed the survey and asked for input by residents/programs that scored well on the surveys to share why they felt they are doing different items well and learning opportunities for all.</p>	The faculty survey deferred until September mtg.	I.B.4.a).(2)
8. Curriculum and Evaluation			I.B.4.a).(4)
9. Oversight of programs accreditation	a. Approval of 2019 Orthopedic Surgery Special Review Report	Approved by consent agenda by the full committee	I.A.3.

10. Institutional Accreditation			I.B.4.b).(6)
11. Annual Institutional Review	<p>a. January 2019 GMEC: Dr. Hostetter made a motion that the AIR be sent to participating hospital executives with names being provided by Program Directors to Dr. Becker. No PD has provided names to Dr. Becker yet. PD's, do you want this done for the 2017-2018 AIR? 2018-2019 AIR?</p>	<p>Program Directors will update Dr. Becker with names and clarified they want the 2018-2019 AIR report submitted.</p>	
12. Oversight of programs changes	<p>a. 7/17/19 ACGME LON: Surgery. Stefan Johnson, MD approved as Program Director</p> <p>b. Monitoring of Geriatrics Fellowship (Fargo) Special Review Recommendations – Dr. Jurivich reviewed with the committee the responses to recommendations of the special review committee. Dr. Jurivich had provided an in-depth response to the special review and that report was distributed to the committee in advance. Dr. Jurivich will just need to report one time since this is just follow-up for a new program. .</p> <p>c. Monitoring of Surgery 3/2/19 LON – Dr. Johnson reported on scholarly activity citation. Dr. Johnson gave background on citation and provided a written report to the committee. A list of scholarly activity for 2019 was also provided to the committee. A paid position has been added to oversee research within the department. The common program requirements definition of scholarly activity as broadened, which will help in providing additional venues reporting of</p>	<p>Dr. Johnson's appointment approved in June by the committee and also included on the consent agenda. Approved by consent agenda by the full committee</p> <p>A motion was made that Dr. Johnson and the surgery department come back in six months to update the committee on scholarly activity (Jurivich/Heitkamp) The motion was approved by the full committee</p>	

	<p>activity. More discussion of community hospitals research activity and faculty time funding were discussed as well as the discussion of collaboration within departments.</p> <p>d. FM (Hettinger): Permanent complement increase – Dr. Hostetter explained why they need a complement increase. Currently they have received the funding and approval for the additional resident.</p>	<p>A motion was made to approve the Hettinger compliment increase from 3 to 6 residents per class. (Heitkamp/Piatt) The motion was approved by the full committee</p>	
13. Establishment of Policy and Procedures	<p>a. Accommodation of Residents/Fellows with Disabilities (See Attachments 5 and 6) – Ms. Donna Smith, JD, Director, Equal Opportunity & Title IX/ADA Coordinator – Ms Smith discussed the updated policy on accommodations of residents/fellows. Currently the university policy is going thru revisions and will take approximately 90 days. Suggestion is to approve revisions for now, and then when the university policy is updated, consider adopting that new policy.</p>	<p>A motion was made to approve the updated GME policy and followup in one month (Heitkamp/Timmer) Discussion: Dr. Heitkamp asked for the month to look at condensing the policy and bring back to the committee. Dr. Heitkamp offered to do the revision. Ms Smith will also return in a month. The motion was 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	The meeting adjourned at 5:00PM.		
Future meeting schedules	<p>2019-2020 GMEC Schedule: GMEC Meeting Dates for 2019-2020 4:00-5:00PM Full committee to include resident members 5:00-5:30PM Institutional Resident Forum (Residents ONLY)</p>		

	<ul style="list-style-type: none">• 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		
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Jeff Hostetter, MD, Fmed	Program Director	X								
Ernesto Bogarin, MD, Fmed	Resident member									
Sohail Shariff, MD, FMed	Alternate Resident member	X								
Voting Members - Bismarck										
Jeff Hostetter, MD, FMed	Program Director	X								
Karin Willis, MD, Geriatrics	Program Director									
Nicole Careen, MD, Fmed	Resident member	X								
Travis Anderson, MD, FMed	Alternate Resident member									
Voting Members - Hettinger										
Annie Hara, MD, FMed	Resident representative	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									
Robert Sticca, MD, Surgery	Assoc. Program Director* (Fargo)									
Cathy Houle, MD, FMed	Site Director	X								
James Roerig, Pharm.D., Psychiatry	Associate PD, Clerkship Director*									
Hailey Schepp, MPA	Sanford Health representative									
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								
Angie Flesberg, Surgery	Program Coordinator (Fargo)									
Renee Sluke, Internal Med	Manager and Coordinator									
Karen Rude, Fmed Minot	Program Coordinator (Minot)									
Beth Ambrosio, Internal Med	Program Coordinator	X								
Ashley Jochim, TY	Program Coordinator	X								
Debra Walker, Psychiatry	Manager and Program Coordinator	X								
Cecilia Hospidales, Fmed Fargo	Program Coordinator (Fargo)									
Sara King, Orthopedics	Program Coordinator (Fargo)	X								
Eve Safratowich, Fmed Hettinger	Site Coordinator (Hettinger)	X								

