

**UND School of Medicine & Health Sciences
Graduate Medical Education Committee
Medical Education Center Room 220 & video and teleconference from distant sites
Meeting Minutes
September 12, 2017**

| Topic/Presenter | Discussion | Action/Resolution/ | ACGME Require |
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| 1) Call to order | The meeting was called to order at PM by Dr. Kim Becker, DIO. The attendance sheet is attached. | | I.A.5.a) |
| 2) Review of Minutes | Approval of minutes of August 8, 2017. The minutes were approved as printed. | Approval of minutes August 8, 2017. The minutes were approved as printed (Kayani). | I.B.3.b) |
| 3) Announcements | A Psychiatry resident received the first \$250 publication award for research published in a journal. September 23@5:00PM at Trollwood park west gazebo first resident spouse gathering. | | I.B.4.a).(2) |
| 4) Recommendations benefits/support/stipends | | | I.B.4.b).(2) |
| 5) Communication with Program Directors | a. With assistance of SMHS Alumni and Community Relations Office, starting an interview guide template for resident applicants similar to Attachment II. Suggested edits? The Alumni and Community relations office would work on a template if the committee is interested. Comments included: <ul style="list-style-type: none"> • Impressive document but a little overboard of having every resident involved. • Would it be one document with separate sections for programs or would it be separate document for each program. • On-line or print • Discussion of advantages/disadvantages of UND Website. | | |

b. Interest in MedHub demonstration(s)? – Currently we use E*Value and others have expressed interest in other residency software such as MedHub.

Comments included:

- Information transferable
- Dashboard is user friendly
- Expanded functionality on MedHub
- Currently we also use additional software in addition to E*Value.
- Cost difference. EValue \$125 per resident MedHub \$155 per resident.

Dr. Becker will set up the demonstration (s) and we can revisit.

c. Discussion to determine 2017-2018 New Resident Orientation dates (Fargo)

- June 21, 2018 – ACLS**
- June 22, 2018- UND Orientation**
- June 25, 2018-Sanford Orientation**
- June 26, 2018-Sanford Orientation**
- June 27, 2018-Sanford Orientation**
- June 28, 2018-Sanford Orientation**

Dates approved by the full committee for all new residents.

Sending survey to recently graduated UND medical students primarily to assess why they did not choose a UND residency program. What changes do GMEC members recommend to draft survey? (see Attachment III)- Dr. Becker explained a survey tool that she and the student affairs department plan to send out.

Suggestions include

- Adding a question to help filter out those students who chose residencies that UND doesn't offer. Possibly asking what specialty and where...thank you for your opinion. This may also help us look back on possible future specialties
- Questions 1,2 asking similar questions...what will #2 tell us that #1 didn't.
- Look at wording of academic medical center
- Definition of faculty
- Minot doesn't have that much interaction with residents. Might help or ask "Would having more interaction with residents effect your choice?"

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| | <ul style="list-style-type: none"> • Dr. Becker will help to incorporate possible changes. <p>d. There was quite a bit of interaction re: resident travel and expenses. Concerns expressed-Travel reimbursement for travel from Hettinger to Bismarck for mandatory rotations and attending continuity clinics. Resident requesting reimbursement for mileage. Residents should talk with PD to discuss budget with the chair. The department chair appreciates the resident bringing up the concern and they can review these issues when working on the budget.</p> <p>The concern of recruitment expenditures was discussed. Generally discussed what expenses were covered Nationally and Regionally and the differences. Budget constraints and the possibility of concerns of recruitment cancellations because of changes were also expressed concerns.</p> <p>Dr. Piatt suggested the possibility of looking at foundations to help with recruitment costs.</p> | | |
| 6) | Resident duty hours | | III.B.5 |
| 7) | Quality of GME Learning | Resident check in: Surgery: no concerns Family Medicine Hettinger – No concerns Family Medicine Fargo – No concerns Family Medicine Minot – No concerns Family Medicine Williston – No concerns Internal Medicine – No concerns Psychiatry- No concerns | I.B.4.a).(2) |
| 8) | Curriculum and Evaluation | a. Dr. Olson and Deb Walker– Milestone graphing (see Attachment IV). Deb Walker and Dr. Walker shared a copy of Milestone graphing from data compiled on a spreadsheet. Four different ways to see data are possible. Information is utilized by the cc and for 6 month reviews. Initially the general idea was shared by Harvard. | I.B.4.a).(4) |
| 9) | Oversight of Program accreditation | Geriatrics Fellowship—Dr. Tangedahl's response – Dr. Tangedahl reviewed the updates to the Geriatrics Fellowship in Bismarck. The current fellow is doing well. Dr. Tangedahl is shifting faculty and working with Dr. Jurovich for work on the area of concern. | A motion was made that Dr. Tangedahl did a good job of explaining the concern and no further action necessary (Houle/Stripe). The motion was I.B.5.a).(3) |

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| | In the last few months since the application was submitted Dr. Willis has presented at Grand Rounds at St. Alexius CHI on encephalitis broadcast regional; and three separate presentations of diabetes in the elderly; Dr. Tangedahl has presented locally on Geriatric updates and board review sessions on IBS. | approved by the full committee. | |
| 10) Institutional Accreditation | | | I.A.3. |
| 11) Annual Institutional Review | Bismarck CFM Special Review -A special review committee included: Dr. Becker, Dr. Schmitz, Dr. Dr. Stripe, Dr. Narayanan. The committee reviewed the resource section from the resident survey. The report distributed to the committee. Monitoring plan. PD will add new goals and objectives and relevant strategies in the Program Action Plan and monitor quarterly at the PEC. PD will report relevant portions of the PAP at GMEC for two quarters (Fall and Winter). | A motion to approve the report by the GMEC (Houle/Bruning). The submitted report approved by the full committee. | I.B.5. |
| 12) Oversight of program changes | | | I.B.4.b).(6) |
| 13) Establishment of Policy and Procedures | Resident/Fellow Professional Expectations Policy - The policy was reviewed by the full committee. | A motion was made to approve the policy at printed (Stripe/Bruning). The policy approved by the full committee | I.B.4.b).(1) |
| 14) Oversight of reductions and closures | | | IV.N. |
| 15) Vendor interactions | | | IV.K |
| 16) Adjournment | The meeting was adjourned at 5:00PM. | | |
| 17) Future mtg dates | Oct 10; Nov 14; Dec 12; Jan 9; Feb 13; NO March; Apr 10; May 08; Jun 12. | | |

2017-2018

8/8/2017 9/12/17

Graduate Medical Education Committee

Voting Members - Fargo/or Grand Forks sites

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|---|---|---|---|
| Kim Becker, DIO | DIO | X | X |
| David Theige, MD, Internal Medicine | Program Director & Quality Improvement/Safety Officer | X | |
| Robert Olson, MD, Psychiatry | Program Director | | X |
| Neville Alberto, MD, Transitional Year | Program Director | X | X |
| Robert Sticca, MD, Surgery | Program Director | X | X |
| Debra Walker, MD, Family Med-Fargo | Program Director | X | X |
| Lisa Schock, MD, Psychiatry | Resident member | X | X |
| Alicia Elliott, MD, Psychiatry | Alternate representative | | |
| Jason Lou, MD, Transitional Year | Resident member | X | |
| Bismarck Odei, MD, Transitional Year | Alternate Resident member | | |
| Amit Kaushal, MD, Internal Medicine | Resident member | X | X |
| Jared Velgersdyk, MD, Internal Medicine | Alternate Resident member | | |
| Adeseye Adekeye, MD, Surgery | Resident member | X | X |
| Mallory Yelenich-Huss, MD, Surgery | Alternate Resident member | | |
| Evelyn Fuentes-Dondoneau, MD, Family Medicine | Resident member | X | X |
| Shelly Wadhawan, MD, Family Medicine | Alternate Resident member | | |

Voting Members - Minot

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| Stephen Stripe, MD, Fmed | Program Director | X | X |
| Umesh Narayanan, MD, FMed | Resident member | X | X |
| Renu Malhi, MD, FMed | Alternate Resident member | | |

Voting Members - Williston

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| Stephen Stripe, MD, FMed Rural | Program Director | X | |
| Dustin Tolman, MD, Family Med | Resident member | | |

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| Wasqas Kayai, MD, or Sumeet Mohan, MD, FMed | Alternate Resident member | X | X |
| Voting Members - Bismarck | | | |
| Jeff Hostetter, MD, FMed | Program Director | X | X |
| Guy Tangedahl, MD, Geriatrics | Program Director | | X |
| Brittany Bearstail, MD, FMed | Resident representative | X | |
| Jasdeep Gill, MD, Family Med | Alternate Resident member | | |
| Karin Willis, MD, Geriatrics | Fellow representative | | |
| Voting Members - Hettinger | | | |
| Jeffrey Bruning, MD, FMed | Resident representative | X | X |
| Kumari Singh, MD, Fmed | Alternate Resident member | | |

Advisory Members

** (Assoc/Asst PD become voting when PD is Absent)*

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| Marc Basson, MD , PhD, MBA | Senior Assoc. Dean of Medicine & Research | | X |
| Bruce Piatt, MD, Orthopedics | Program Director (advisory until resident complement present) | | X |
| Donald Jurivich, MD, Geriatrics | Program Director (advisory until resident complement present) | | |
| Stefan Johnson, MD, Surgery | Assoc. Program Director* | | X |
| Cathy Houle, MD, FMed | Site Director | | X |
| James Roerig, Pharm.D., Psychiatry | Associate PD, Clerkship Director* | | |
| Paul Mariani, MD, VA Medical Center | Designated Educational Official VA GMEC Appointee | | |

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| Curtis Small, MD, Site Director, FMED Rural | CHI St. Alexius Health, Williston GMEC Appointee | X | X |
| Jane Roggensack, Sanford | Mgr. Med Ed at Sanford (Fargo) GMEC Appointee | X | X |
| Lori Anderson, Surgery | Program Coordinator (Grand Forks) | X | X |
| Renee Hertel, Internal Medicine | Manager and Coordinator | | |
| Karen Rude, Fmed | Program Coordinator (Minot) | X | X |
| Beth Ambrosio, Transitional Year & IM | Coordinator | X | X |
| Debra Walker, Psychiatry | Manager and Program Coordinator | X | X |
| Cecilia Hospidales, FMED | Program Coordinator (Fargo) | X | X |
| Sara King, Orthopedics | Program Coordinator (Fargo) | X | X |
| Eve Safratowich, FMed | Coordinator (Hettinger) | X | X |
| Greta Loritz, Fmed | Program Coordinator (Bismarck) | X | X |
| Tessah Richardson, FMed Rural | Program Coordinator (Williston) | X | X |
| Kristi Hofer, GME Office | Admin Officer, GME | X | X |

Guests

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| Susan Zewlewski, MD | | X | X |
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