

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

**September 8, 2020
Meeting Minutes**

Topic	Discussion	Action/Resolution	ACGME Require
1. Call to order	The meeting was called to order at 4:10PM Consent agenda approved. A motion was made to approve the consent agenda (Sandroni/Theige)	Motion approved by the full committee.	I.A.5.a)
2. Review of Minutes			I.B.3.b)
3. Announcements	Dr. Alberto announced an invitation to anyone who wants to watch a webinar on virtual interviewing strategies from AHME. The webinar will be Tuesday, September 15 @noon. Dr. Alberto encouraged sharing concerns or questions to him prior to the webinar.		I.B.4.a).(2)
4. Quality of GME Learning	a. Call room-Fargo Family Medicine-Dr. Theige had spoken with residents regarding the call room and thought the issue was resolved but found today it still may be an issue. Dr. Theige reported that Dr. Myrmoe did cover the majority but there are still residents who are uncomfortable using the room because the room is inside the attending's suite. We may need to still look at alternative options.		I.B.4.a).(2)
5. Stipends and position allocation review and recommendations			I.B.4.b).(2)
6. Communication with GMEC	a. Reminder: Residency and fellowship programs' 2019-2020 annual reports are due October 1, 2020. Template sent with the August GMEC meeting materials. b. Reminder: Resident completion of AMA modules were due on August 31 st . The GME	Items a – d approved via consent agenda.	

	<p>Office will send email notices to residents with cc's to PD's in the near future.</p> <p>c. Reminder, for programs with citations and/or areas of improvement, please submit ADS reports to Kim Becker one week prior to submission to ACGME.</p> <p>d. Kim Becker will be on maternity leave. From approximately October 12th to October 26th, 2020, she will not be checking phone or email messages. Contact her support staff for assistance.</p> <p>e. Guidelines regarding informational meetings with medical students who are interested in residency positions</p> <p>f. Review of UND Consensual Relationships Policy – Notice sent to all residents and fellows (See Attachment 6)</p> <p>g. Review of UND GMEC Social Media Policy and discussion regarding training of residents/fellows (See Attachment 7)</p>	<p>Items e-g are deferred to a future meeting.</p>	
7. Resident duty hours	a. MedHub Duty Hours Institutional Summary – July 2020.	Item a. Approved via consent agenda.	III.B.5
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.	<p>a. 8/11/20 ACGME LON FM Fargo. Dr. Jason Myrmoe approved as new Program Director effective 7/1/20.</p> <p>b. Monitoring of 5/26/20 ACGME LON Family Medicine-Minot – Dr. Sandroni gave an update on their progress to correct concerns listed on the 5/26 LON. Response sent with meeting materials.</p> <p>c. Monitoring of Fargo Family Medicine 4/13/20 ACGME LON – Dr. Myrmoe provided an</p>	<p>Item a. Approved via consent agenda.</p> <p>Dr. Sandroni will continue to provide updates quarterly.</p> <p>Dr. Myrmoe will continue to provide updates quarterly.</p>	I.A.3.

	update on the Fargo FM program. Information was provided with meeting materials.		
10. Institutional Accreditation			I.B.4.b).(6)
11. Annual Institutional Review			
12. Oversight of programs changes			
13. Establishment of Policy and Procedures			I.B.4.b).(1)
14. Oversight of reductions and closures			IV.N.
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>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</p>		

	June 8, 2021		
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Minutes taken by Kristi Hofer, GME

