

Phase 2 Phase 3 Committee (P2P3C) Meeting Minutes
 Tuesday, December 14, 2021 @ 5:00 pm via Zoom

In attendance: Dinesh Bande, Marc Basson, Sandi Bates, Dane Breker, Danielle Cellucci, Kathryn Camburn, Pat Carr, Bryan Delage, Jane Dunlevy, Scott Engum, Jesse Ewaldt, Minnie Faith, Parag Kumar, Devendranath Mannuru, Andy McLean, Bree Melicher, Carla Mosser, Marlys Peterson, Jim Porter, Luke Roller, Adrienne Salentiny, David Schmitz, Kamille Sherman, Chris Tiongson, Susanna Warner, Susan Zelewski.

Not in attendance: Chris DeCock, Sabha Ganai, Scott Knutson, Jau-Shin Lou, Dennis Lutz, Alicia Norby, Jim Roerig, Jon Solberg, Robert Sticca, Steve Tinguely.

Minutes submitted by: Alissa Hancock

Reviewed by: Susan Zelewski

Approved by: Luke Roller and Chris Tiongson

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:02 p.m. by the chair Dr. Susan Zelewski.	Informational
2. Approval of November 9, 2021 minutes		MSC to approve the November 9, 2021 minutes. Luke Roller / Chris Tiongson // carried.
3. Student Check-in	<p>a.) GQ #39-50 – Follow-up on mistreatment and reporting</p> <p>There were not many responses for unprofessional request such as the personal errand, which is good that it’s not happening. However, there was a comment about the fear of retaliation for submitting a complaint or unprofessional behavior. One student did report that a preceptor made them uncomfortable and felt that the response was to find a way to deal with it and was then reported as having unprofessional behavior. The student specifically passed to our student representative that we do not further follow up this specific incident.</p> <p>Even though we have a no retaliation policy we should have a procedure for faculty and preceptors to follow to help ensure that no retaliation occurs.</p>	MSC to have Dr. Susan Zelewski draft a procedure to improve students reporting complaints. Jane Dunlevy / Kamille Sherman // carried.
4. Old Business	<p>a.) Policies and Procedures</p> <p>i. Policies Review</p>	

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	<p>b.) Covid-19 related concerns</p>	
<p>5. New Business</p>	<p>a.) Internal Medicine Clerkship Annual Report We have added one objective regarding basic science integration into clinical skills. The instructional method included specific topic of basic science and students have to complete a quiz, which is mandatory but does affect their grade. We are working on how that would work.</p> <p>The number of required encounters remain the same and we only used alternative methods for HIV, which we think is important that students learn about and ND just has a limited clinical opportunity to teach about HIV. We had 23% honors and the clerkship shelf exam the average scores were even among the campuses.</p> <p>Concerns of the students were the documentation skills expectations varies between sites and the students would like more clarity on expectations and more preparation of how to do documentation. We only have residents on the Fargo campus and the third concern is the choice of specialty interest. We do encourage students to take an acting internship or elective on the Fargo campus to get that experience with residents in 4th year if they are not in Fargo during 3rd year.</p> <p>All students received mid-clerkship feedback and completed their H&P. We do provide both preceptors, residents with the learning objectives, and assessment methods in addition we also communicate frequently about professionalism and learning environment.</p> <p>Goals for the coming year are to start a documentation session for students, so they feel more prepared of what is expected and to increase the quality of the clerkship, Dr. Mannuru has been meeting with students regularly to see what improvements can be made for the next rotation. Also, noted that with the new clerkship director in Grand Forks, we have been hearing positive comments from this year's students.</p>	<p>MSC to accept the Internal Medicine Annual Report. Chris Tiongson / Kamilie Sherman // carried.</p>

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	<p>b.) Grading for Away Electives with High Pass or High Honors Chair Review (Follow-up) The register's office said whatever we outline in our policies is what can be put on the transcript. We would need to add high pass and high honors to our list of grades in the policy 4.20 and also clarify the grading for away electives during orientation. Also discussed was whether we would require chair affirmation of the external preceptor's grade. Committee was in favor of assigning the away grade directly from the preceptor without chair affirmation of the grade.</p>	<p>MSC to approve the addition of high pass and high honors to policy 4.20 and to no longer require chair affirmation for an away grade. Dane Breker / Bryan Delage // carried.</p>
	<p>c.) Surgery Clerkship Learning Objectives The objectives were reviewed preliminarily, however, there are not accompanying assessment methods.</p>	<p>Tabled until assessment methods for these new objectives are available.</p>
	<p>d.) CSPR (Clinical Skills Performance Review) Proposal In the past we have done a formative CSA exam after year 3, but with STEP 2 CS no longer happening the SIM Center is proposing that we continue to do an internal assessment which would now be a high stakes (summative) assessment. The Campus Deans have reviewed the proposal and the biggest change from past assessment is that students will be tested on a 15-minute encounter with a patient and the checklist has been updated. The current 4th year students will pilot the checklist before we implement the checklist. There is also a remediation plan outlined. Concern about the assessment being high stakes and the consistency with grading. The plan is to use the already trained graders who have all completed the same training and have proved to be consistent graders. If additional graders are needed Dr. Jon Allen will go through the same training with them.</p>	<p>MSC to recommend the Clinical Skills Performance Review Proposal for approval to UMEC. Bryan Delage / Dane Breker // carried.</p>

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	<p>e.) GQ #15, 17, 18 <u>#15</u> We have started to have formalized meeting with students regarding elective and specialty selection.</p> <p><u>#17 & #18</u> With COVID this has been a real challenge and students were restricted in what they were allowed to do, and we have not seen any guidance nationally for the upcoming year yet.</p>	Information
6. Electives	<p>a.) MED 9508 edits We have added a preceptor and there is a special evaluation form in Leo just for this elective.</p> <p>b.) Surgery Electives 92** - Ophthalmology New section. The preceptors should be updated to include Drs. Breker and Anderson. We need to verify that Dr. Anderson has a faculty appointment.</p> <p>c.) EMRG 9106 To clarify the grading and honors criteria letters a-d should be moved to the main section.</p>	MSC to approve all electives with edits as discussed. Dev Mannuru / Bryan Delage // carried.
7. Reports from Committees	<p>d.) UMEC - Dr. Zelewski More discussion on the STEP Prep Course and was approved with no additional changes from what P2P3C recommended and all students will be participating as it is. The recommendation to allow students to switch to STEP 2 Prep mid-course after taking the STEP 1 exam was also approved. UMEC is also looking at the GQ questions below the 10% percentile also. The grade review policy is also going to be reviewed because students are more aware of the class ranking that occurs in the Dean's letter and would like to know where they are at throughout medical school.</p>	Information
	<p>e.) GMEC –Dr. Zelewski Minot has seen an increase of in-patient pediatric cases in Belcourt, since adding residents at that location.</p>	Information

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	<p>f.) EASRC Mock visit is in February and the virtual visit is in April. Watch your email for calendar invites to both. We are also finalizing the DCI. The ISA2 is closing tomorrow and have had a great student response rates, which will be great to have the follow-up data we were looking for.</p>	Information
	<p>g.) CEMC – Dr. Zelewski No report</p>	Information
8. Area Updates	Reminder that any grading changes or new objectives need to be brought to the committee next month for the next cohort who start phase 2 in February 2022.	Information
9. Adjournment	Meeting was adjourned at 6:15 pm.	<i>The next regular meeting is scheduled for January 11, 2022, at 5:00 pm.</i>