

**GRADUATE MEDICAL EDUCATION COMMITTEE**

Minutes  
June 10, 2008

Approved by: \_\_\_\_\_

**Lois L. Bready, M.D., Chair**

<b>Voting Members Present</b>	Lois Bready, MD, Chair Robert Nolan, MD, Vice-Chair <b>Shane Anderson, MD</b> <b>Melissa Cady, DO</b> Robert Castro, MD Merrill Carolin, MD	Daniel Dent, MD John Erikson, MD Larry Fowler, MD Constance Fry, MD James Hanley, MD ( <i>vtc</i> ) Rosemary Hickey, MD G. Richard Holt, MD David Jimenez, MD	Tracy Johnson, MD Kenneth Matthews, MD <b>James Myatt, MD</b> M. Mann-Zeballos, MD for Mark Nadeau, MD Jennifer Peel, PhD Rajeev Suri, MD <b>Lena Vasquez, MD</b>	<u>SAUSHEC Representatives</u> Ken Torrington, MD Richard Boggs <u>UHS Representatives</u> Betty Flowers <u>VAH Representative</u> David Dooley, MD <u>CSR Representative</u> Ray Afaisen <u>VBMC Representative</u> Adela Valdez, MD	<b>(Teleconference)</b> <u>VBMC Representative</u> Chris Hansen, MD
<b>Advisory Members – Non-Voting</b>	Darlene Metter, MD V. Sreenath Reddy, MD James Tysinger, PhD	Adela Valdez, MD			
<b>Others in Attendance</b>	C. Bobenreith, MD Wendy Breton Laura Chiodo, MD JD Day, MD Yvette Foster Eileen Kleffner	<b>Michael Johnson</b> Stephanie Levine, MD Gloria Matthews Cynthia Parrish Michelle Smith Janis Strong	Brenda Talley, MD Sonya Tennant Brent Wagner, MD Ross Willis, PhD Claudio Zeballos, MD		
<b>Voting Members Absent</b>	<b>Scott Bale, MD</b> Karin Brewer Daniel Carlisle, MD Jon Courand, MD	George Crawford, MD Ann Franklin <b>Dustin Kiker, MD</b>	John Littlefield, PhD Jorge Naranjo, MD <b>Craig Robson, MD</b> Kit Smart	Howard Wang, MD Elly M-J Xenakis, MD	

**Guests on Agenda:** Michael Arambula, MD, Jim Legler, MD

<b>GME Committee Responsibilities:</b> (ACGME Institutional Requirements III.B), the GMEC must establish and implement policies and procedures regarding the quality of education and the work environment: <b>1)</b> Stipends and position allocation;	<b>2)</b> Communication with program directors and site directors; <b>3)</b> Resident duty hours; <b>4)</b> Resident supervision; <b>5)</b> Communication with Medical Staff; <b>6)</b> Curriculum and evaluation; <b>7)</b> Resident status: Selection, evaluation, promotion, transfer, discipline, and/or dismissal of residents;	<b>8)</b> Oversight of program accreditation; <b>9)</b> Management of institutional accreditation; <b>10)</b> Oversight of program changes; <b>11)</b> Experimentation and innovation; <b>12)</b> Oversight of reductions and closures; <b>13)</b> Vendor interactions.
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	<b>GMEC DUTY<sup>1</sup></b>	<b>DISCUSSION/CONCLUSION</b>	<b>RECOMMENDATIONS</b>	<b>FOLLOW-UP (BY WHOM)</b>
<b>1. Opening</b>		The Graduate Medical Education Committee of The University of Texas Health Science Center met for a scheduled meeting on Tuesday, June 10, 2008, at 4:00 p.m. in the School of Medicine Conference Room, room 373-L, in the Medical School. Dr. Bready called the meeting to order at 4:03 p.m.		
<b>2. Approval of Minutes</b>		The minutes of May 13, 2008 were reviewed.	Approved as written.	Closed
<b>3. Consent Agenda</b>	2, 8	The following information was presented to the GMEC via prior posting on GME secure site: <ul style="list-style-type: none"> <li>- Requirement of review and reporting of shared programs (GME Policy 2.1.18.1) <ul style="list-style-type: none"> <li>• Pulmonary Critical Care Medicine Annual Report</li> <li>• Surgical Critical Care Annual Report</li> </ul> </li> <li>- Quality and Accreditation Subcommittee minutes – May 27, 2008</li> <li>- Surgery Internal Review Report*</li> <li>- Psychosomatic Medicine Internal Review Report</li> <li>- Revised Resident Supervision Policy*</li> </ul>	GMEC approved all information submitted on the consent agenda with the exception of two items* that were "pulled out" for discussion.	Closed
<b>4. Ongoing Business</b>		<b>1. Standing Reports:</b>		
		<b>a. DIO—Dr. Lois Bready</b>		
	2, 7	Texas Medical Board – Michael Arambula, MD, Board member and Chair of the TMB Licensure Committee, highlighted reportable resident leaves of absences, resident impairment, the current backlog in processing requests, the process in reporting a complaint to the TMB, and the fact that the responsibility for reporting problems with the law to TMB rests with the PIT-holders.	For informational purposes only.	Closed
	2, 7	Medical Records system issues at University Hospital – Jim Legler, MD commented on the current process by which residents are notified of delinquent medical records. He acknowledged that there is a disconnect between the 2 software systems used in the process, which is the reason that residents are being paged even after they have completed their records. Dr. Legler stated that technical fixes are being investigated. In the meantime, Dr. Legler recommended the following approaches to prevent unnecessary notification of delinquent records: 1) Residents can go to Medical Records to complete their delinquent records, or 2) residents can call Medical Records after completing their records.	For informational purposes only.	

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	1, 2	Dr. Bready asked the Committee to review the following policy in their agenda packets: <ul style="list-style-type: none"> <li>- GME Policy Revision: <b>6.3.</b> Compensation and Benefits</li> </ul>	Because this was a simple update of current salary information, Dr. Bready requested a waiver of a second reading. The waiver was accepted, and the policy was approved by the Committee.	Closed
	2, 7	Dr. Bready shared the NRMP Main Match Schedule for the 2009 Match with Committee members.	For informational purposes only.	Closed
	2, 10	Dr. Bready announced the appointment of a new Associate Program Director for General Surgery, Dr. Jeremy Cannon.	For informational purposes only.	Closed
		<b>b. Patient Care Quality and Safety</b>		
	2, 5, 6	<ul style="list-style-type: none"> <li>- Dr. Carlisle, Chair of UHS Quality/Risk Management Committee – no report</li> <li>- Dr. Bready, DIO – examples from Annual Program Reviews.</li> </ul>	For informational purposes only.	Closed
		<b>c. Innovative Project Tracking</b>		
	11	No report – Nuclear Medicine has not activated portfolio process.	Follow	Open (Dr. Metter)
		<b>d. Quality and Accreditation Subcommittee – Dr. Nolan</b>		
	2, 8	Dr. Nolan presented the following information to the Committee: <ul style="list-style-type: none"> <li>- Internal Review Completed, Report Completed <ul style="list-style-type: none"> <li>• Surgery, April 30, 2008. This item was pulled from consent agenda due to the gravity of the deficiencies noted. A meeting will be scheduled within the week with leadership from the surgery program. (<i>Note: meeting held 6/17/08</i>)</li> <li>• Psychosomatic Medicine, May 27, 2008</li> </ul> </li> <li>- Pending Internal Reviews of ACGME-accredited programs: <ul style="list-style-type: none"> <li>• Urology – July 16, 2008</li> <li>• Surgery Critical Care – July 22, 2008</li> </ul> </li> <li>- Non-ACGME Accredited Programs <ul style="list-style-type: none"> <li>• Neurological Surgery Critical Care - TBD</li> </ul> </li> <li>- Scheduled Site Visits: <ul style="list-style-type: none"> <li>• Pathology – June 18, 2008</li> </ul> </li> </ul>	For informational purposes only.	Open (Dr. Nolan)

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		<ul style="list-style-type: none"> <li>• Dermatology – June 19, 2008</li> <li>• <b>Institutional – August 19, 2008</b></li> <li>• Ophthalmology – August 20, 2008</li> <li>• Cytopathology – August 21, 2008</li> </ul>		
	8, 10	<p>Dr. Bready reviewed the following ACGME RRC correspondence with the Committee:</p> <ul style="list-style-type: none"> <li>- Approval of increase – Pulmonary/Critical Care</li> <li>- Continued Accreditation – Family Medicine San Antonio</li> <li>- Acknowledgement of receipt of correspondence – Obstetrics &amp; Gynecology</li> <li>- Approval of increase in complement – Forensic Psychiatry</li> <li>- Application received for Hospice and Palliative Medicine</li> </ul>	For informational purposes only.	Closed
		<b>e. Working Environment Subcommittee – Dr. Carlisle</b>		
	1, 8	<p>In the absence of Dr. Carlisle, Dr. Bready presented the following:</p> <ul style="list-style-type: none"> <li>- Parking at CTRC continues to be an issue. The resolution for resident parking will be the addition of a red "R" decal to UHS parking hang-tags. This will permit residents to park in designated spaces in the parking garage of CTRC.</li> <li>- Nominations for Chair of the Working Environment Subcommittee were sought as Dr. Carlisle has become unable to chair due to other commitments.</li> </ul>	For informational purposes only.	Open (Dr. Carlisle)
		<b>f. Education and Evaluation Subcommittee – Dr. Peel</b>		
	5, 6, 7	<p>Dr. Peel presented the following:</p> <ul style="list-style-type: none"> <li>- A new series, the <b>Educational Faculty Development Series</b>, will begin the third Wednesday at noon beginning July 2008. This series will be available on the web.</li> <li>- The <b>Program Leadership Series</b> will continue.</li> <li>- An impairment talk is under development.</li> <li>- Attention was called to the article "The GOFAR Model for Mentoring Resident Development" in the current issue of the <b>ACGME Bulletin</b>, authored by Drs. Peel, Nolan, and Bready.</li> </ul>	For informational purposes only.	Closed
		<b>g. Resident Allocation Subcommittee – Dr. Erikson</b>		
	1	<p>The following items were presented:</p> <ul style="list-style-type: none"> <li>- A new form for resident allocation requests</li> <li>- Documentation of support for increases <ul style="list-style-type: none"> <li>• Neurosurgery</li> <li>• Pulmonary Critical Care</li> </ul> </li> </ul>	For informational purposes only.	Open (Dr. Erikson)

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		<ul style="list-style-type: none"> <li>• Urology</li> <li>- Minutes – May 13, 2008</li> </ul>		
		<b>h. Resident Duty Hours Subcommittee – Dr. Crawford</b>		
	3	<p>The following items were presented:</p> <ul style="list-style-type: none"> <li>- Duty Hours Policy for Medical Students</li> <li>- Most recent ACGME Resident Survey results <ul style="list-style-type: none"> <li>• Psychiatry</li> <li>• Child and Adolescent Psychiatry</li> <li>• Radiology – Diagnostic</li> <li>• General Surgery</li> <li>• Thoracic Surgery</li> </ul> </li> <li>- Minutes – May 6, 2008</li> </ul>	For informational purposes only.	Open (Dr. Crawford)
		<b>i. Resident Supervision Subcommittee – Dr. Dooley</b>		
	4	The revisions to the institutional supervision policy were pulled from the consent agenda for discussion. Dr. Dooley summarized the changes. The policy now asks that there is a well-defined process of progression and that bed-side procedures that residents can perform independently are visible to ancillary personnel at the hospitals.	There was a motion to approve the policy barring any issues or concerns voiced by committee members before the 8:00 AM meeting of the Resident Supervision Subcommittee the following day.	Open (Dr. Dooley)
		<b>j. House Staff Council – Dr. Myatt</b>		
		Dr. Myatt indicated that the date of the Six Flags Event has been changed to Saturday, June 28.	For informational purposes only.	Closed
		<b>k. Program Coordinators Subcommittee – Ms. Hill</b>		
	2, 8	There was no report from this subcommittee.	For informational purposes only.	Closed
		<b>3. RAHC Report: Dr. Hanley</b>		
	2, 5, 6	Drs. Valdez and Hanley noted that the GME program at the VA in Harlingen has not yet begun. They highlighted 2 patient safety lectures that are being offered and stated that they are working with the hospital on other patient safety initiatives.	For informational purposes only.	Closed
		<b>4. UHS Report: Betty Flowers</b>		
	2, 5, 6	Ms. Flowers forwarded Mr. Peters request for additional time to gather his report on patient safety initiatives and patient satisfaction.	For informational purposes only.	Closed
		<b>5. VA Report: Dr. Dooley</b>		
	1, 2, 5, 6	<ul style="list-style-type: none"> <li>- Dr. Dooley reiterated the plan to get residents in the Valley into the VA clinic and into the VA service rotation.</li> <li>- Dr. Dooley stressed the TJC mandated 24-hour-deadline on admission notes by attendings.</li> <li>- Dr. Dooley stated that the VA Resident Supervision Subcommittee had its inaugural meeting and stated that</li> </ul>	For informational purposes only.	Closed

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		minutes would be presented at the next GMEC meeting. - Applications for the GME Enhancement are due NOW.		
		<b>6. SAUSHEC Report: Dr. Torrington</b>		
	2, 5, 6	Dr. Torrington reported: - The SAUSHEC graduation ceremony took place on Friday, June 6th. - Orientation for SAUSHEC began June 9 <sup>th</sup> . - Computer access for international medical graduates continues to be difficult due to background checks that must be performed. This may present problems for programs that send their residents to Wilford Hall. In addition, paperwork will need to be renewed every 6 months for all rotators to the facility. It was noted that there are kiosks across the hospital to accommodate this need.	For informational purposes only.	Closed
		<b>7. CHRISTUS Santa Rosa Report – Ray Afaisen</b>		
	2, 5, 6	- Mr. Afaisen reported that the Christus-based Family and Community Medicine program received continuing accreditation for 5 years. - Mr. Afaisen noted that the Institutional Site Visit for Christus Santa Rosa will occur on June 17 <sup>th</sup> . - Mr. Afaisen highlighted 2 current patient safety initiatives: • Medication reconciliation involving surgery residents • Identification cross-checks in Pediatrics and the conversion to barcode scanners	For informational purposes only.	Closed
		<b>8. Announcements:</b>		
	2	- Dr. Bready announced the next lecture in the Program Leadership Development Series on "Communication" to take place on Thursday, June 12, 2008 from noon to 1:00 pm in Room 444B. - Dr. Bready announced that the TMB will be hosting Town Hall Meetings beginning this summer. - The next GMEC meeting will be at 4:00 p.m. in the School of Medicine Conference Room, Room 373-L, in the Medical Dean's Office on July 8, 2008.	For informational purposes only.	Closed
<b>5. Adjournment</b>		The meeting was adjourned at 5:24 p.m.		