

GRADUATE MEDICAL EDUCATION COMMITTEE

Minutes
January 9, 2007

Approved by: _____

Lois L. Bready, M.D., Chair

Voting Members Present	L Bready, MD, Chair Howard Wang, MD for Constance Barone, MD Carolina Bonilla, MD Karin Brewer Daniel Carlisle, MD Robert Castro, MD	Jon Courand, MD George Crawford, MD Neal Dalrymple, MD Daniel Dent, MD Larry Fowler, MD Adam Graff, MD Rosemary Hickey, MD Robert Love, DO	<i>William Matthews, MD</i> for Kenneth Matthews, MD Mark Nadeau, MD Robert Nolan, MD Jennifer Peel, PhD Carlos Rosende, MD Kit Smart Brian Waters, MD	<u>CSR Representative</u> Ray Afaisen <u>SAUSHEC Representatives</u> Richard Boggs <u>UHS Representatives</u> Thomas Peters Betty Flowers <u>VAH Representatives</u> David Dooley, MD Barbara Stroud	(Teleconference) <u>RAHC Representative</u> James Hanley, MD
Non-Voting & Others Present	Rosanna Bloom Wendy Bretón Beverly Combs Oralia De La Garza	Nora Eblen Matthew Hopkins, MD Eric Kraus, MD Tracy Johnson, MD	Jane Lynch, MD Lora Tumlinson Lisa Marquise Devang Patel, MD	Seenu Reddy, MD Janis Strong James Tysinger, PhD	
Voting Members Absent	Kathy Bowers Gary Campbell, DO Merrill Carolin, MD	John Erickson, MD G. Richard Holt, MD Debra Hunt, MD	Javier LaFontaine, DPM John Littlefield, PhD Cynthia Spears Elly Xenakis, MD		<u>VBMC Representatives</u> Jim Salyer

¹ **Regarding GME Committee Responsibilities** (ACGME Institutional Requirements IV.B), the GMEC must: **(1)** establish and implement policies and procedures regarding the quality of education and the work environment for the residents in all ACGME-accredited programs **(2)** review annually and make recommendations to the Sponsoring Institution on resident stipends, benefits, and funding for resident positions to assure that these are reasonable and fair; **(3)** establish and maintain appropriate oversight of and liaison with program directors and assure that program directors establish and maintain proper oversight of and liaison with appropriate personnel of other institutions participating in the ACGME-accredited programs of the Sponsoring Institution; **(4)** establish and implement formal written policies and procedures governing resident duty hours in compliance with the Institutional and Program Requirements; **(5)** assure that ACGME-accredited programs provide appropriate supervision for all residents that is consistent with proper patient care, the educational needs of residents, and the applicable Program Requirements; **(6)** assure that each program provides a curriculum and an evaluation system to ensure that residents demonstrate achievement of the six general competencies listed in Section III.E and as defined in each set of Program Requirements; **(7)** establish and implement formal written institutional policies for the selection, evaluation, promotion, and dismissal of residents in compliance with the Institutional and Program Requirements; **(8)** regularly review all ACGME program accreditation letters and monitor action plans for the correction of concerns and areas of noncompliance; **(9)** regularly review the Sponsoring Institution's Letter of R¹eport from the IRC and develop and monitor action plans for the correction of concerns and areas of noncompliance; **(10)** review and approve prior to submission to the ACGME program changes, revisions, correspondence, etc.; **(11)** conduct internal reviews of all ACGME-accredited programs including subspecialty programs to assess their compliance with the Institutional Requirements and the Program Requirements of the ACGME Residency Review Committees in accordance with the guidelines in Section V.

	GMEC DUTY ¹	DISCUSSION/CONCLUSION	RECOMMENDATIONS	FOLLOW-UP (BY WHOM)
1. Opening		The Graduate Medical Education Committee of The University of Texas Health Science Center met for a scheduled meeting on Tuesday, January 9, 2007, 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 4:00 p.m.		
2. Approval of Minutes		The minutes of December 12, 2007 were reviewed.	Approved as written.	Closed
3. New Business		None to report	For informational purposes only	
4. Ongoing Business		1. Standing Reports:		
		a. DIO—Dr. Lois Bready		
	9	Dr. Bready reviewed the ACGME Institutional Letter of Report with the Committee. She noted the citations and discussed the actions being taken to correct them.	Review the Letter of Report in one year.	Open (Dr. Bready)
	3	Dr. Bready introduced Dr. Tracy Johnson, new Program Director for Physical Medicine and Rehabilitation.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready requested a final vote on the following updated policies: 2.1.9 Levels of Academic Status in Graduate Medical Education 2.1.10 Resident Grievance and Appeal Procedure 2.1.11 Resident Grievance and Appeal Procedure – RAHC 2.1.18 Educational Resources – Similar or Competing Programs	The GMEC approved the policies.	Closed
	4	Dr. Bready asked the Committee to review the updated Resident/Fellow Survey that was recently distributed electronically by the ACGME. She noted that the “last 6 months” statement has been eliminated from the duty hours section.	For informational purposes only	Open (Dr. Bready)
	4	Dr. Bready asked the Committee and attendees to review the information forwarded by the ACGME discussing how the Resident/Fellow Survey can be used in a Program Accreditation Review.	For informational purposes only	Open (Dr. Bready)
	5	Dr. Bready reviewed the memorandum from the VAH discussing the delinquent tracking of resident procedure. Dr. Dooley elaborated on the process.	For informational purposes only	Open (Dr. Bready)
		b. Internal Review Subcommittee – Dr. Nolan		
	11	Dr. Nolan announced the following internal reviews are pending: o Cardiothoracic Surgery non-accredited fellowship program–Feb. 2007 o Non-ACGME programs needing PITs – March, April 2007 (estimate 5-6) o Ob-Gyn – April 2007 o Ophthalmology – May 2007 o Internal Medicine RAHC – August 2007 o Internal Medicine & Subspecialties – beginning in June 2007 through September 2007	For informational purposes only	Open (Dr. Nolan)

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		c. Working Environment Subcommittee – Dr. Carlisle		
	1	Dr. Carlisle presented the Working Environment Subcommittee 2006 Annual Report.	For informational purposes only	Open (Dr. Carlisle)
		d. General Competencies Subcommittee – Dr. Peel		
	6	Dr. Peel presented the General Competencies Subcommittee 2006 Annual Report.	For informational purposes only	Open (Dr. Peel)
		e. Resident Duty Hours Subcommittee – Dr. Crawford		
	4	Dr. Crawford presented the Resident Duty Hours Subcommittee 2006 Annual Report.	For informational purposes only	Open (Dr. Crawford)
	4	Dr. Crawford reported that all programs showed improvement on the most recent institutional duty hours survey. He commended Anesthesiology and Ob-gyn. Internal Medicine and Surgery have improved, but there are still problems. The subcommittee will meet to address the actual violations of this survey.	For informational purposes only	Open (Dr. Crawford)
		f. Resident Supervision/Evaluation Subcommittee – Dr. Nolan		
	5	Nothing to report	For informational purposes only	Open (Dr. Nolan)
		g. Resident Tracking Software Subcommittee – Dr. Erikson & Ms. Wendy Breton		
	1	Dr. Erikson presented the Resident Tracking Software Subcommittee 2006 Annual Report.	For informational purposes only	Open (Dr. Erikson)
		h. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende		
	2	Dr. Rosende presented the Resident Allocation Subcommittee 2006 Annual Report.	For informational purposes only	Open (Dr. Rosende)
		j. Autopsies Tracking (quarterly) – Dr. Fowler		
	1	Dr. Fowler reported UHS total autopsies: 1 in September and 4 in October. Rate of eligible deaths without autopsy request: 50% in September and 0% in October. % of non-Medical Examiner cases at UH autopsied: 5% in September and 18.2% in October.	For informational purposes only	Open (Dr. Fowler)
		i. Housestaff Council – Dr. Graff		
	1	Dr. Graff announced the following: <ul style="list-style-type: none"> o The council will discuss whether to host the Welcome Party at Six Flags this year. o There are scholarships available to housestaff for travel to conferences. o The Council is continuing the BCMS membership drive. o The Council will continue to look into health club memberships for housestaff. 	For informational purposes only	Open (Dr. Graff)

	GMEC DUTY¹	DISCUSSION/CONCLUSION	RECOMMENDATIONS	FOLLOW-UP (BY WHOM)
		<ul style="list-style-type: none"> o Housestaff Council Officer elections will be held on Friday, 1/12/07. 		
		2. ACGME RRC Correspondence		
	10	<ul style="list-style-type: none"> o Interventional Cardiology PD change approval by e-mail and written correspondence o Anesthesiology site visit notification letter – 4/3/07 		
		3. UHS Report: No Report		
	3	4. VA Report: Dr. Dooley announced the VAH Learners Perception Survey is available online. Flyers were distributed at the meeting and electronically		
	3	5. SAUSHEC Report: No Report		
	3	6. CHRISTUS Santa Rosa Report – Mr. Afaisen reported their institution recently completed a JCAHO visit and passed.		
		7. Announcements:		
		<ul style="list-style-type: none"> o Program Director Development Series – Thursday, January 11, 2007, noon -1pm, room 108-112 AAB, TOPIC: GC Overview & Writing Objectives o New online medical resource o AHRQ article o TMA Free Resident Seminar 		
		GMEC meetings will be at 4:00 p.m. in the School of Medicine Conference Room, room 373-L, in the Medical School on:		
		January 9 February 13 March 20 (meet on the third Tuesday due to Spring Break week) April 10 May 8 June 12 July 10 August 14 September 11 October 9 November 13 December 11		
	5. Adjournment	The meeting was adjourned at 5:00 p.m.		