

## GRADUATE MEDICAL EDUCATION COMMITTEE

Minutes  
March 20, 2007

Approved by: \_\_\_\_\_  
**Lois L. Bready, M.D., Chair**

<b>Voting Members Present</b>	L Bready, MD, Chair <b>Lindy Bankes, MD</b> Daniel Carlisle, MD Robert Castro, MD Jon Courand, MD Neal Dalrymple, MD Daniel Dent, MD	Larry Fowler, MD <b>Dave Fuller, MD</b> <b>Adam Graff, MD</b> Rosemary Hickey, MD G. Richard Holt, MD Tracy Johnson, MD <b>Bracken Kolle, MD</b>	<i>Margaret Mann-Zeballos, MD</i> for Mark Nadeau, MD Robert Nolan, MD Jennifer Peel, PhD Carlos Rosende, MD <b>Sarah Samreen, MD</b> Kit Smart	<u>SAUSHEC Representatives</u> <i>Dave Stamper, PhD</i> for Ted Parsons, MD <u>UHS Representatives</u> Thomas Peters Alt-Betty Flowers	<b>(Teleconference)</b>
<b>Non-Voting &amp; Others Present</b>	Wendy Bretón Oralia DeLaGarza Beverly Combs Julianne Flynn, MD	Lynanne Foster, MD Eileen Kleffner Eric Kraus, MD Jane Lynch, MD	Lisa Marquise Chris McMains, MD Ken Simcic, MD Claudio Zeballos, MD		<u>RAHC Representative</u> Adela Valdez, MD
<b>Voting Members Absent</b>	Constance Barone, MD Karin Brewer Merril Carolin, MD George Crawford, MD (exc)	John Erickson, MD Debra Hunt, MD Javier LaFontaine, DPM John Littlefield, PhD Kenneth Matthews, MD	<b>David Schlesinger, MD (exc)</b> Elly Xenakis, MD	<u>CSR Representative</u> Ray Afaisen <u>VAH Representatives</u> David Dooley, MD	<u>VBMC Representatives</u> Jim Salyer <u>RAHC Representative</u> James Hanley, MD (exc)

<sup>1</sup> **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 Report 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.

	<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, March 20, 2007, at 4:00 p.m. in rooms 108-112 Academic & Administration Building. Dr. Bready called the meeting to order at 4:00 p.m.		
<b>2. Approval of Minutes</b>		The minutes of February 13, 2007 were reviewed.	Approved as written.	Closed
<b>3. New Business</b>	3	Mr. R.E. Friedman with UHS presented information on the Vocera hands-free communication system. Nurses, technicians, phlebotomists and unit clerks will wear the devices during work hours so they can be located when necessary. Mr. Tom Peters stressed that the doctors will not wear them.	For informational purposes only	
<b>4. Ongoing Business</b>		<b>1. Standing Reports:</b>		
		<b>a. DIO—Dr. Lois Bready</b>		
	3	Dr. Bready asked the Committee to review the ACGME Institutional and Common Program Requirements updates provided in the packets. Updates are effective 7/1/07.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready introduced the GME Committee Peer-Selected Residents for 2007-2008. The list of residents is included in the agenda packets.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready introduced the Housestaff Council Officers for 2007-2008. President is Adam Graff, MD; vice-president is James Myatt, MD; treasurer is Magdalene Garza, MD, and secretary is Gianina Gomez, MD.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready reviewed the draft Records Retention in GME Programs Policy. Since it was presented at the meeting last month for review and discussion, she requested a vote from the Committee.	The policy was approved as written by the GMEC.	Closed
	3	Dr. Bready requested the Committee access the Dept. of Veterans Affairs, Office of Academic Affiliations website.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Bready reminded the Committee to review the Texas Medical Board Policy 171.6, Duties of Program Directors to Report Certain Types of Conduct. A copy of the policy is included in the agenda packets.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready asked the Committee to review the copy of Congressional Bill S. 588, the Resident Physician Shortage Reduction Act of 2007. The Bill was created to amend title XVIII of the Social Security Act to increase the Medicare caps on graduate medical education positions for States with a shortage of residents.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Bready asked the Committee to read the special edition ACGME DIO newsletter that was released in February, 2007.	For informational purposes only	Open (Dr. Bready)

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	1	Dr. Bready announced the Surgery department is requesting a waiver to increase the two month limit to five months for GME observership rotations by International Medical Graduates who are residents in another country. Dr. Fowler questioned the learner pool. Dr. Carlisle is not concerned secondary to it being an observership, not a clinical rotation. Dr. Hickey questioned the security background check. Dr. Dent responded that the immigration office checks their background before issuing a Visa.	Discussion was held by Committee. Request was tabled until next month.	Open (Dr. Bready)
	1	<b>Best Practice</b> – Dr. Larry Fowler presented the Pathology Resident Portfolio documentation	For informational purposes only	Open (Dr. Bready)
		<b>b. Internal Review Subcommittee – Dr. Nolan</b>		
	11	Dr. Nolan announced the following Internal Reviews are pending: <ul style="list-style-type: none"> <li>- <b>Non-ACGME programs needing PIT Permits</b> <ul style="list-style-type: none"> <li>▪ Advanced Anticancer Drug Development (IDD) fellowship program – IR scheduled 3/20/07</li> <li>▪ Body MRI fellowship program – IR scheduled 3/21/07</li> <li>▪ Surgical Pathology fellowship program – IR scheduled 4/30/07</li> <li>▪ Palliative Care fellowship program – to be scheduled</li> <li>▪ Pulmonary Transplant fellowship program – to be scheduled</li> </ul> </li> <li>- <b>ACGME programs</b> <ul style="list-style-type: none"> <li>▪ Plastic Surgery – March 2007</li> <li>▪ Cytopathology – April 24, 2007</li> <li>▪ Ob-Gyn – April 25, 2007</li> <li>▪ Family Medicine – May 2007</li> <li>▪ Ophthalmology – May 2007</li> <li>▪ Internal Medicine RAHC – June 2007</li> <li>▪ Internal Medicine &amp; Subspecialties – beginning in June 2007</li> </ul> </li> </ul>	For informational purposes only	Open (Dr. Nolan)
	11	Dr. Nolan announced the following Internal Reviews were completed: <ul style="list-style-type: none"> <li>- Advanced Cardiothoracic fellowship program – completed 2/5/2007</li> <li>- Body Imaging and Intervention fellowship program – completed 3/7/2007</li> </ul>	For informational purposes only	Open (Dr. Nolan)
		<b>c. Working Environment Subcommittee – Dr. Carlisle</b>		
	1	Nothing to report.	For informational purposes only	Open (Dr. Carlisle)
		<b>d. General Competencies Subcommittee – Dr. Peel</b>		
	6	NEJM articles in packet.	For informational purposes only	Open (Dr. Peel)
		<b>e. Resident Duty Hours Subcommittee – Dr. Crawford</b>		

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	4	Nothing to report.	For informational purposes only	Open (Dr. Crawford)
		<b>f. Resident Supervision/Evaluation Subcommittee – Dr. Dooley</b>		
	5	Nothing to report.	For informational purposes only	Open (Dr. Dooley)
		<b>g. Resident Tracking Software Subcommittee – Dr. Erikson &amp; Ms. Wendy Breton</b>		
	1	Nothing to report.	For informational purposes only	Open (Dr. Erikson)
		<b>h. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende</b>		
	2	Nothing to report.	For informational purposes only	Open (Dr. Rosende)
		<b>i. Housestaff Council – Dr. Graff</b>		
	1	Dr. Graff announced that the Housestaff Council by-laws were approved at their last meeting.	For informational purposes only	Open (Dr. Graff)
	1	The Council also discussed residents' rights to due process. Dr. Bready stated that the new institutional requirements include language the grievance and appeals procedures.	For informational purposes only	Open (Dr. Graff)
	1	The Housestaff Council has awarded their first scholarship. Dr. Graff asked the Committee to invite their housestaff to apply for the scholarships.	For informational purposes only	Open (Dr. Graff)
	1	The Welcome Event for new residents and their families will be held on Saturday, June 30, 2007 at Six Flags Fiesta Texas.	For informational purposes only	Open (Dr. Graff)
	1	Dr. Graff stated that at the MSRDP Resident Advisory Committee meeting, the residents voiced their concerns about availability of ACLS classes. Mr. Peters reported that BCLS is the basic requirement at UHS per the bylaws.	For informational purposes only	Open (Dr. Graff)
		<b>2. ACGME RRC Correspondence</b>		
	8, 10	The following correspondence was received by the GME office: <ul style="list-style-type: none"> <li>o Acknowledgement of Correspondence received from Plastic Surgery Program.</li> <li>o Letter to PM&amp;R RRC announcing the appointment of new program director, Dr. Tracy Johnson.</li> </ul>		
	3	<b>3. RAHC:</b> Nothing to report.		
	3	<b>4. UHS:</b>		
		Mr. Peters announced that next week is Doctors Week. Lunch will be served to the doctors in the cafeteria from 11:00 am – 1:00 pm on Tuesday & Wednesday. Lunch will be served at UCCH on Thursday.		
		Mr. Peters announced JCAHO will be making a point of care visit before the end of June. The visitors will focus on the outpatient clinics, processing and documenting.		

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	3	<b>5. VAH:</b> Nothing to report.		
	3	<b>6. SAUSHEC:</b>		
		Dr. Stamper announced the GME office is sponsoring a Two-Day Expo. Please call their office for details.		
	3	<b>7. CHRISTUS Santa Rosa –</b> Nothing to report.		
		<b>8. Announcements:</b>		
		<ul style="list-style-type: none"> <li>o Program Leadership Development Series – QI/Systems-Based Practice – Thursday April 12, 2007 from noon – 1:00 pm in 108-112 AAB</li> <li>o AAMC Group on Educational Affairs &amp; Group on Student Affairs 2007 Call for Small Group Discussion Proposals</li> <li>o AAMC Group on Educational Affairs &amp; Group on Student Affairs 2007 Call for Mini-Workshop Proposals</li> </ul>		
		GMEC meetings will be at 4:00 p.m. in the School of Medicine Conference Room, room 373-L, in the Medical School on:		
		GMEC meetings will be at 4:00 p.m. in the School of Medicine Conference Room, room 373-L, in the Medical School on: <p style="text-align: center;">May 8  June 12  July 10  August 14  September 11  October 9  November 13  December 11</p>		
<b>5. Adjournment</b>		The meeting was adjourned at 5:05 p.m.		