

**GRADUATE MEDICAL EDUCATION COMMITTEE**

Minutes  
July 10, 2007

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

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

|   |   |  |   |   |   |
|---|---|--|---|---|---|
| <b>Voting Members Present</b>   | L Bready, MD, Chair<br>Robert Castro, MD<br>Jon Courand, MD<br>George Crawford, MD<br>Neal Dalrymple, MD<br>Daniel Dent, MD | John Erikson, MD<br>Larry Fowler, MD<br><i>Chris McMains, MD for</i><br>G. Richard Holt, MD<br><i>Kim Garza for</i><br>Tracy Johnson, MD   | Kenneth Matthews, MD<br>Mark Nadeau, MD<br>Robert Nolan, MD<br>Jennifer Peel, PhD<br><b>Sarah Samreen, MD</b><br><b>David Schlesinger, MD</b> | <u>CSR Representative</u><br>Ray Afaisen<br><u>SAUSHEC Representatives</u><br>Ken Torrington, MD<br>Alt-Richard Boggs<br><u>UHS Representatives</u><br>Thomas Peters<br>Alt-Betty Flowers<br><u>VAH Representatives</u><br>David Dooley, MD                             | <b>(Teleconference)</b><br><u>RAHC Representative</u><br>James Hanley, MD |
| <b>Non-Voting &amp; Others Present</b>  | Yvette Cardenas<br>Laura Chiodo, MD<br>Beverly Combs  | <b>Bracken Kolle, MD</b><br><b>Dave Fuller, MD</b><br>Eileen Kleffner  | Jane Lynch, MD<br>Lisa Marquise   | Belinda Petricek<br>Ken Simcic, MD  |   |
| <b>Voting Members Absent</b>  | Karin Brewer<br>Daniel Carlisle, MD<br>Merrill Carolin, MD<br>Rosemary Hickey, MD   | Javier LaFontaine, DPM<br>John Littlefield, PhD<br><b>Phil Myatt, MD</b>   | Kit Smart<br>Howard Wang, MD<br>Elly Xenakis, MD  |   | <u>VBMC Representatives</u><br>Jim Wesson                                 |
| <b>GME Committee Responsibilities:</b><br>(ACGME Institutional Requirements III.B), the GMEC must establish and implement policies and procedures regarding the quality of education and the work environment:<br><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. |   |

|                               | GMEC DUTY <sup>1</sup> | DISCUSSION/CONCLUSION   | RECOMMENDATIONS                 | FOLLOW-UP (BY WHOM) |
|-------------------------------|------------------------|---|---------------------------------|---------------------|
| <b>1. Opening</b>             |                        | The Graduate Medical Education Committee of The University of Texas Health Science Center met for a scheduled meeting on Tuesday, July 10, 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 4:03 p.m. |                                 |                     |
| <b>2. Approval of Minutes</b> |                        | The minutes of June 12, 2007 were reviewed.   | Approved as written.            | Closed              |
| <b>3. New Business</b>        |                        | Dr. Bready introduced and welcomed Dr. Kenneth Torrington, the new Dean of SAUSHEC.   | For informational purposes only |                     |

All proceedings and records of the Graduate Medical Education Committee are confidential and all professional review actions and communications made to the Graduate Medical Education Committee are privileged under Texas and federal law. TEX. OCC. CODE ANN. CHPS.151 & 160; TEX HEALTH AND SAFETY CODE ' 161.032; and 42 U.S.C. 11101 *et seq.*

|                            | GMEC DUTY <sup>1</sup> | DISCUSSION/CONCLUSION   | RECOMMENDATIONS                              | FOLLOW-UP (BY WHOM) |
|----------------------------|------------------------|---|--|---------------------|
| <b>4. Ongoing Business</b> |                        | <b>1. Standing Reports:</b>   |  |                     |
|                            |                        | <b>a. DIO—Dr. Lois Bready</b>   |  |                     |
|                            | 7                      | Dr. Bready opened the floor for discussion of the new policy 1.3 <b>“Continuation of GME Support in the Event of a Disaster”</b> that was introduced at the June GMEC meeting. After a brief discussion, the policy was voted on and approved.  | Policy approved as written.                  | Open (Dr. Bready)   |
|                            | 1                      | Dr. Bready asked the Committee to review the revised policy 6.1 <b>“Resident Compensation”</b> located in their packets. One revision was made to the second paragraph. A discussion was held about who the policy applies to. The policy will be discussed and voted on at the August GMEC meeting.  | For informational purposes only              | Open (Dr. Bready)   |
|                            | 7                      | A discussion ensued over an incident that occurred during the UHS New Resident In-Processing on 6/27/07. Some residents were not allowed to be fitted with masks because they had facial hair. Mr. Peters voiced concern over providing the residents with personal air-purifying respirators that were provided by the federal government to be used only in case of a pandemic or similar catastrophe. After further discussion, it was determined that the UHS employee who provided the fittings may have acted improperly. Mr. Peters will discuss the matter at the next meeting of the Resident Work Environment Subcommittee. | For informational purposes only              | Open (Dr. Bready)   |
|                            |                        | <b>b. Internal Review Subcommittee – Dr. Nolan</b>  |  |                     |
|                            | 2, 8                   | Dr. Nolan reviewed the RRC Action Plan Report for Rheumatology.   | Report approved as written.                  | Open (Dr. Nolan)    |
|                            | 2, 8                   | Dr. Nolan reviewed the Internal Review Reports for the following programs:<br>– Dermatology<br>– Gastroenterology<br>– Ophthalmology  | Action Plan Responses due by October 1, 2007 | Open (Dr. Nolan)    |
|                            | 2, 8                   | Dr. Nolan announced the following Internal Reviews are scheduled:<br>– Endocrinology – 7/17/07<br>– Nephrology – 7/24/07<br>– Internal Medicine – 7/31/07<br>– Pulmonary Medicine – 8/7/07<br>– Psychiatry – 8/14/07<br>– Blood Banking/Transfusion Medicine – 8/21/07<br>– Infectious Disease – 8/28/07<br>– Internal Medicine/RAHC – 8/29/07<br>– Interventional Cardiology – 9/4/07<br>– Cardiovascular Disease – 9/11/07<br>– Pediatric Endocrinology – 9/18/07<br>– Geriatric Medicine – 9/25/07   | For informational purposes only              | Open (Dr. Nolan)    |

|  | GMEC DUTY <sup>1</sup> | DISCUSSION/CONCLUSION  | RECOMMENDATIONS                 | FOLLOW-UP (BY WHOM) |
|--|------------------------|--|---------------------------------|---------------------|
|  |                        | <ul style="list-style-type: none"> <li>- Pediatric Critical Care Medicine – 10/9/07</li> <li>- Pediatrics – 10/16/07</li> <li>- Neonatal-Perinatal Medicine – 10/23/07</li> <li>- Child &amp; Adolescent Psychiatry 10/30/07</li> <li>- Pediatric Hematology/Oncology – to be scheduled</li> <li>- Pulmonary Transplant non-accredited fellowship program – to be scheduled Fall 2007</li> </ul>   |                                 |                     |
|  |                        | <b>c. Autopsies Tracking (quarterly) – Dr. Fowler</b>  |                                 |                     |
|  | 6                      | <p>Dr. Fowler reported:<br/> <u><b>University Health System:</b></u><br/>           Total autopsies: 21 for January to June 2007.<br/>           Rate of eligible deaths without autopsy request: 14.8% in April and 3.7% in May.<br/>           % of non-Medical Examiner cases at UH autopsied: 16.7% in January, 14.3% in February, 13.6% in March, 0% in April, 29.6% in May and 21.5% in June.</p> <p><u><b>Audie-Murphy Veterans Hospital:</b></u><br/>           Total autopsies: 18 for January to June 2007.<br/>           Eligible deaths autopsy rate: 9% in January, 6.9% in February, 18.9% in March, 3% in April, 7.4% in May, 13% in June.</p> | For informational purposes only | Open (Dr. Fowler)   |
|  |                        | <b>d. Working Environment Subcommittee – Dr. Carlisle</b>  |                                 |                     |
|  |                        | Nothing to report.   | For informational purposes only | Open (Dr. Carlisle) |
|  |                        | <b>e. General Competencies Subcommittee – Dr. Peel</b>   |                                 |                     |
|  | 8                      | <p>Dr. Peel announced the GME office subscribes to an online resource for communication skills :</p> <ul style="list-style-type: none"> <li>- <a href="http://www.aachonline.org/doccom/">http://www.aachonline.org/doccom/</a></li> <li>- User name: <a href="mailto:peelj@uthscsa.edu">peelj@uthscsa.edu</a></li> <li>- Password: Kramer</li> </ul> <p>She added that the GME office will continue to add links to these resources on our website at: <a href="http://www.uthscsa.edu/gme">www.uthscsa.edu/gme</a></p>   | For informational purposes only | Open (Dr. Peel)     |
|  |                        | <b>f. Resident Duty Hours Subcommittee – Dr. Crawford</b>  |                                 |                     |
|  | 3                      | Dr. Crawford announced that the subcommittee met earlier in July. The May Duty Hours Survey is complete and will be presented at the August GMEC meeting. Internal Medicine and Surgery continue to have be out of compliance.   | For informational purposes only | Open (Dr. Crawford) |
|  | 3                      | Dr. Crawford reported that ten Duty Hours Policies were reviewed and approved at the subcommittee meeting.   | For informational purposes only | Open (Dr. Crawford) |
|  |                        | <b>g. Resident Supervision/Evaluation Subcommittee – Dr. Dooley</b>  |                                 |                     |

|  | <b>GMEC DUTY<sup>1</sup></b> | <b>DISCUSSION/CONCLUSION</b>  | <b>RECOMMENDATIONS</b>          | <b>FOLLOW-UP (BY WHOM)</b> |
|--|------------------------------|---|---------------------------------|----------------------------|
|  | 4                            | Dr. Dooley reported that the subcommittee will convene before the August GMEC meeting. He announced that supervision policies will be updated every 2-3 years.  | For informational purposes only | Open (Dr. Dooley)          |
|  |                              | <b>h. Resident Tracking Software Subcommittee – Dr. Erikson &amp; Ms. Wendy Breton</b>  |                                 |                            |
|  | 8                            | Dr. Erikson reported Ms. Breton will teach an introduction to New Innovations course on Wednesday, July 18 <sup>th</sup> .  | For informational purposes only | Open (Dr. Erikson)         |
|  |                              | <b>i. Resident Allocation Subcommittee (ad hoc) – Vacant</b>  |                                 |                            |
|  | 1                            | Nothing to report.  | For informational purposes only | Open                       |
|  |                              | <b>j. Housestaff Council – Dr. Myatt</b>  |                                 |                            |
|  |                              | Dr. Kolle reported that the Six Flags Welcome Party was a success.  |                                 |                            |
|  |                              | <b>2. ACGME RRC Correspondence</b>  |                                 |                            |
|  | 8                            | <ul style="list-style-type: none"> <li>– Site Visit Notification Letter: Orthopaedic Hand Surgery 9/14/07</li> <li>– Electronic notification: Neurosurgery Continued Accreditation for 5 years</li> </ul>   |                                 |                            |
|  | 2, 5                         | <b>3. RAHC Report: No Report</b>  |                                 |                            |
|  | 2, 5                         | <b>4. UHS Report: Betty Flowers</b>   |                                 |                            |
|  |                              | Professional Staff Services will continue to monitor residents who have not received their Physician in Training permits and social security numbers.   |                                 |                            |
|  | 2, 5                         | <b>5. VA Report: Dr. Dooley</b>   |                                 |                            |
|  |                              | Dr. Dooley reported that the education office submitted eight applications for GME Enhancement positions. He reminded the Committee that residents should be supervised in the clinic area, not from other places in the hospital. He also announced that some exiting residents left without completing their medical records, so staff must sign the records.   |                                 |                            |
|  | 2, 5                         | <b>5. SAUSHEC Report: Richard Boggs</b>   |                                 |                            |
|  |                              | Mr. Boggs announced the Offsite Program Directors Workshop will be held on August 16, 2007. The topic is research. The Workshop will last one entire day at a location to be determined.  |                                 |                            |
|  | 2, 5                         | <b>6. CHRISTUS Santa Rosa Report – Ray Afaisen</b>  |                                 |                            |
|  |                              | Mr. Afaisen also announced that some of their departing residents have left incomplete medical records. He also announced that the computer access forms need to be completed a few days before a resident's rotation at CSR.   |                                 |                            |
|  |                              | <b>7. Announcements:</b>  |                                 |                            |
|  | 2, 5                         | <ul style="list-style-type: none"> <li>o Program Leadership Development Series – Teaching Methodologies Thursday, September 13, 2007 from noon – 1:00 pm in 108-112 AAB</li> <li>o Invitation for applications: Director of Surgical Education</li> <li>o Three day train-the-trainer courses announcement, no registration fee: Teaching Psychosocial Aspects and Diagnosing &amp; Managing</li> </ul> |                                 |                            |

|                       | <b>GMEC DUTY<sup>1</sup></b> | <b>DISCUSSION/CONCLUSION</b>   | <b>RECOMMENDATIONS</b> | <b>FOLLOW-UP (BY WHOM)</b> |
|-----------------------|------------------------------|--|------------------------|----------------------------|
|                       |                              | <p style="text-align: center;">Psychosocial Aspects, both in NYC</p> <ul style="list-style-type: none"> <li>○ NEJM articles by Harry Yoon, M.D. and Susan Okie, M.D.</li> <li>○ 2007 ACGME-ABMS Joint Conference announcement</li> <li>○ ACGME New Coordinator Workshops announcement</li> </ul> |                        |                            |
|                       |                              | <p>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> <p style="text-align: center;">September 11<br/>October 9<br/>November 13<br/>December 11</p>   |                        |                            |
|                       |                              |  |                        |                            |
| <b>5. Adjournment</b> |                              | The meeting was adjourned at 5:19 p.m.   |                        |                            |