

GRADUATE MEDICAL EDUCATION COMMITTEE

Minutes
July 11, 2006

Approved by: _____

Lois L. Bready, M.D., Chair

Voting Members Present	Karin Brewer George Crawford, MD Neal Dalrymple, MD Daniel Dent, MD	John Erickson, MD Gianina Gomez, MD Debra Hunt, MD Kenneth Matthews, MD Mark Nadeau, MD	Robert Nolan, MD (Chair for Dr. Bready) Carlos Rosende, MD Kit Smart Cynthia Spears Brian Waters, MD	<i>CSR Representative</i> Ray Afaisen <i>VAH Representative</i> Ray Chung, MD <i>UHS Representative</i> Betty Flowers	(Teleconference) <i>RAHC Representative</i> James Hanley, MD
Non-Voting & Others Present	Joseph Basler, MD Wendy Bretón Beverly Combs	Oralia DeLaGarza Julieanne Flynn, MD Ann Franklin	Eileen Kleffner Eric W. Kraus, MD Jane Lynch, MD	Kenneth Simcic, MD Lora Tumlinson James Tysinger, PhD	
Voting Members Absent	L Bready, MD, Chair (exc) Constance Barone, MD Carolina Bonilla, MD Kathy Bowers Gary Campbell, DO Daniel Carlisle, MD	Merril Carolin, MD Robert Castro, MD (exc) Jon Courand, MD (exc) Larry Fowler, MD Rosemary Hickey, MD G. Richard Holt, MD	Javier LaFontaine, DPM John Littlefield, PhD Robert Love, DO Jennifer Peel, PhD (exc) Elly Xenakis, MD	<i>SAUSHEC Representative</i> Ted Parsons, MD	<i>VBMC Representative</i> Jim Salyer

	GMEC DUTY¹	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, July 11, 2006, at 4:00 p.m. in the School of Medicine Conference Room, 371-L, Medical School. In Dr. Bready's absence, Dr. Robert Nolan called the meeting to order at 4:00 p.m.		

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.

2. Approval of Minutes		The minutes of June 13, 2006 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. Robert Nolan		
	1, 3	Dr. Nolan asked the Committee to review the draft report of the 2006 Survey of Residents' Educational and Clinical Experience.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Nolan asked the Committee to review the application for ECFMG Continuation of J-1 Visa Sponsorship for the Institute for Drug Development fellowship program.	For informational purposes only	Open (Dr. Bready)
		b. Internal Review Subcommittee – Dr. Nolan		
	11	Dr. Nolan reviewed the Internal Review Reports for Podiatry and Neurosurgery. Dr. Nolan confirmed that Podiatry will submit a response to the IR Action Plan.	For informational purposes only	Open (Dr. Nolan)
	11	Dr. Nolan announced the following programs have Internal Reviews pending: Thoracic Surgery – 8/3/06 Orthopaedic Hand Surgery – 9/06 Radiation Oncology – 11/06	For informational purposes only	Open (Dr. Nolan)
		c. Working Environment Subcommittee – Dr. Carlisle		
	1	Nothing to report.		Open (Dr. Carlisle)
		d. General Competencies Subcommittee – Dr. Peel		
	6	Dr. Nolan advised the Committee that a list of Dr. Peel's General Competencies Series lectures is in the agenda packet. Please contact Dr. Peel for more information.	For informational purposes only	Open (Dr. Peel)
		e. Resident Duty Hours Subcommittee – Dr. Crawford		
	4	Dr. Crawford announced that a draft version of the Institutional Duty Hours Report from the May 2006 survey is included in the agenda packet for the Committee to review.	For informational purposes only	Open (Dr. Crawford)
		f. Resident Supervision Committee – Dr. Chung		
	5	Nothing to report.		Open (Dr. Chung)
		g. Resident Tracking Software Subcommittee – Dr. Erikson & Ms. Wendy Breton		
	1	Nothing to report.		Open (Dr. Erikson)
		h. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende		
	2	Nothing to report.		Open (Dr. Rosende)
		i. Housestaff Council – Dr. Gomez		
	1	Nothing to report.		Open (Dr. Gomez)

		<p>2. ACGME RRC & CPME Correspondence</p> <ul style="list-style-type: none"> o Ophthalmology letter acknowledging Dr. Rosende to assume role as Chairman of the department and approval of an extension of training for a resident. o Plastic Surgery letter asking for a report on the organization of the program by 9/1/06. o Pediatric Sports Medicine accreditation letter; non-compliant in evaluations – cycle to be determined after Core Program responds with progress report. o Pediatric Critical Care Medicine accreditation letter; non-compliant in research and scholarly activities - cycle to be determined after Core Program responds with progress report. o Neonatal-Perinatal Medicine accreditation letter; insufficient inpatient experience due to low census and no evidence of annual, documented meeting to review the program and its effectiveness in achieving goals and objectives. o Family Medicine-Sports Medicine letter acknowledging voluntary withdrawal and requesting letter co-signed by DIO. o Podiatry accreditation letter – 3 year cycle. o ACGME memo: submitting requests for changes in resident complement. o Radiology letter acknowledging receipt of request for increase in resident complement from 38 to 40 positions. Request will be considered at the RRC's October meeting. o Neurology site visit notification letter. Date of survey is November 1, 2006. o Clinical Neurophysiology site visit notification letter. Date of survey is November 2, 2006. o Hematopathology site visit notification – 10/26/06. 							
		3. UHS Report: No Report							
		4. VA Report: No Report							
		5. SAUSHEC Report: No Report							
		6. CHRISTUS Santa Rosa Report – No Report							
		7. Announcements:							
		ABC's of Gen X, Y, & Z Five-Week Course Announcement; 7/13 to 8/10 from noon – 1pm							
		GMEC meetings will be at 4:00 p.m. in the School of Medicine Conference Room, 371-L, Medical School on:							
			<table border="1"> <tr><td>August 8, 2006</td></tr> <tr><td>September 12, 2006</td></tr> <tr><td>October 10, 2006</td></tr> <tr><td>November 14, 2006</td></tr> <tr><td>December 12, 2006</td></tr> </table>	August 8, 2006	September 12, 2006	October 10, 2006	November 14, 2006	December 12, 2006	
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5. Adjournment		The meeting was adjourned at 4:45 p.m.							