

## GRADUATE MEDICAL EDUCATION COMMITTEE

November 18, 2008 Minutes

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

<b>Voting Members Present</b>	Lois Bready, MD, Chair Robert Nolan, MD, Vice Chair Mark Nadeau, MD Daniel Carlisle, MD Larry Fowler, MD Constance Fry, MD Laura Chiodo, MD	Kenneth Matthews, MD Daniel Dent, MD Jennifer Peel, PhD Ann Franklin George Crawford, MD <b>Lena Vasquez, MD</b> Constance Fry, MD	John Littlefield, PhD Ms. Teri Hill <b>Melissa Cady, DO</b> Dr. Michelle Arandes for Jon Courand, MD <b>James Myatt, MD</b>	<u>SAUSHEC Representatives</u> Ken Torrington, MD Richard Boggs <u>UHS Representatives</u> Ms. Betty Flowers Mr. Tom Peters <u>VAH Representative</u> David Dooley, MD <u>CSR Representative</u>	<b>(Teleconference)</b> <u>VBMC Representative</u> Adela Valdez, MD, Chris Hansen, MD James Castillo, MD
<b>Advisory Members – Non-Voting</b>	Joseph Basler, MD C. Zeballos				
<b>Others in Attendance</b>	Kit Smart Edward Norwood Irene Garcia	Janis Strong Eileen Kleffner Veronica Ramirez	Yvette Foster Lucy Fell Veronica Ramirez		
<b>Voting Members Absent</b>	Merrill Carolin, MD Elly M-J Xenakis, MD Howard Wang, MD John Erikson, MD Rajeev Suri, MD	Tracy Johnson, MD Dr. K.C. McMains Rosemary Hickey, MD Karin Brewer	Darlene Metter, MD Thomas Matthews, MD Robert Castro, MD James Hanley, MD Jane Lynch, MD	<b>Lillian Liao, MD</b> <b>C. Dave Fuller, MD</b> <b>John R. Brenner, MD</b> <b>Shane Anderson, MD</b>	<b>Dustin Kiker, MD</b> <b>Craig Robson, MD</b> <b>Scott Bale, MD</b>
<b>Guests on Agenda:</b>					
<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.		

	<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, November 18, 2008, at 4:00 p.m. in Room 309L, in the Medical School. Dr. Bready called the meeting to order at 4:00 p.m.		
<b>2. Approval of Minutes</b>		The minutes of October 14, 2008 were reviewed.	Approved as written.	Closed
<b>3. Consent Agenda</b>		Quality and Accreditation Subcommittee Minutes	Approved as written.	
<b>4. Ongoing Business</b>		<b>1. Standing Reports:</b>		
		<b>a. DIO—Dr. Lois Bready</b>		
	2,5,10	<ul style="list-style-type: none"> <li>Review of UHS violence/abuse policy.</li> <li>Letter of support for Thoracic Surgery.</li> </ul>	For informational purposes only.	
	1,2,3,4,7,10,12	<ul style="list-style-type: none"> <li>UTMB resident status. Dr. Blackwell, UTMB DIO held meeting with UTMB residents. Conveyed concerns regarding closure and downsizing of UTMB clinics/hospital and staff. Dr. Blackwell continues to encourage and support UTMB residents.</li> </ul>	For informational purposes only.	
	2,5	<ul style="list-style-type: none"> <li>Continued discussion regarding <b>TMB physician in training permit</b> issues and process for ensuring timely notifications of PIT expirations.</li> </ul>	For informational purposes only.	
	2,5	<ul style="list-style-type: none"> <li>Explanation of new process designed to track resident challenges.</li> </ul>	For informational purposes only.	
		<b>b. Patient Care Quality and Safety</b>		
	2,5,6	<ul style="list-style-type: none"> <li>Dr. Carlisle reported continued efforts to finalize <b>patient safety/quality of care</b> initiatives within UHS.</li> </ul>	For informational purposes only.	
		<b>c. Quality and Accreditation Subcommittee – Dr. Nolan</b>		
	2,8	<ul style="list-style-type: none"> <li>Dr. Nolan gave a brief summarization of Consent Agenda items.</li> </ul>	For informational purposes only.	Open (Dr. Nolan)

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	2,8,10,12	<p><b>d. ACGME RRC Correspondence:</b></p> <ul style="list-style-type: none"> <li>• Acknowledgment of PM&amp;R progress report dated October 14, 2008.</li> <li>• Email Acknowledgement of Dermatology temporary increase dated October 14, 2008.</li> <li>• Email Acknowledgement of Psychosomatic Psychiatry (2 year cycle) dated October 21, 2008.</li> <li>• Email Acknowledgement of Geriatric Psychiatry (5 year cycle) dated October 21, 2008.</li> <li>• Continued Accreditation of Dermatology (3 year cycle) dated October 22, 2008.</li> <li>• Email acknowledgement of Pediatric progress report dated October 30, 2008.</li> <li>• Email notification of voluntary withdrawal of Pediatric sports Medicine dated October 30, 2008.</li> <li>• Continued Accreditation of Plastic Surgery (1 year cycle) dated November 12, 2008.</li> <li>• Acknowledgement of Pain Management Fellowship progress report dated November 14, 2008.</li> </ul>		
	4,8,13	<p><b>e. Working Environment Subcommittee: Dr. Crawford</b></p> <ul style="list-style-type: none"> <li>• Dr. Crawford reported for Dr. Courand that there are ongoing discussions regarding resident salaries and estimated date of increase.</li> </ul>	For informational purposes only.	Open
		<b>f. Education and Evaluation Subcommittee – Dr. Peel</b>		
	2,5,6,7	<p>Dr. Peel presented the following:</p> <ul style="list-style-type: none"> <li>- Minutes dated October 22, 2008.</li> <li>- <b>Teaching Faculty Development Course-</b>“Conflict of Interest/Vendor Relations” will be held on December 17, 2008 in Room 209L</li> <li>- The <b>Program Director Development Course</b> will be held December 11, 2008 in room AAB 110-112 at noon.</li> </ul>	For informational purposes only.	Open
		<b>g. Resident Allocation Subcommittee – Dr. Erikson</b>		
	1,2	No report.	For informational purposes only.	Open (Dr. Erikson)

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	3	<b>h. Resident Duty Hours Subcommittee – Dr. Crawford</b> <ul style="list-style-type: none"> <li>• Dr. Crawford explained the three levels for duty hour statuses.</li> <li>• Reminded committee that the Institutional duty hour survey is launched and deadline for completion is November 21<sup>st</sup>.</li> </ul>	For informational purposes only.	Open
		<b>i. Resident Supervision Subcommittee – Dr. Dooley</b> <ul style="list-style-type: none"> <li>• Dr. Dooley commented that the focus is on food and the progress of the library.</li> <li>• Mentioned the residents' main complaint was scut work. Subcommittee is creating ad hoc committees to identify and resolve issue.</li> <li>• Committee approved five new program policies which will be submitted to the GMEC executive at November's meeting.</li> </ul>	For informational purposes only	
	2,7	<b>j. House Staff Council – Dr. Myatt</b> <ul style="list-style-type: none"> <li>- Preparations are underway for the holiday party.</li> </ul>	For informational purposes only.	Open
		<b>l. Program Coordinators Subcommittee – Ms. Hill</b> <ul style="list-style-type: none"> <li>• Abstract submitted to ACGME for the 2009 Annual Meeting.</li> <li>• Task force continues to assemble a formal job description for consideration of UT Human Resources.</li> <li>• Dr. Bready reinforced the need for the program coordinator to have an exact and precise job description.</li> </ul>	For informational purposes only.	Closed
	2, 8			
		<b>3. RAHC Report: Dr. Valdez</b> <ul style="list-style-type: none"> <li>- No report</li> </ul>		Closed
	2, 5,7			
		<b>4. UHS Report: Betty Flowers</b> <ul style="list-style-type: none"> <li>- No report</li> </ul>		Closed
		<b>5. VA Report: Dr. Dooley</b> <ul style="list-style-type: none"> <li>- No report.</li> </ul>	For informational purposes only.	Closed
		<b>6. SAUSHEC Report: Dr. Torrington</b> <ul style="list-style-type: none"> <li>- Discussion regarding a Chief Residents' course in 2009.</li> <li>- Announced that the RRC shorted one of the SAUSHEC program's 4 year cycle to 2 years, due to duty hour violations.</li> </ul>		
		<b>7. CHRISTUS Santa Rosa Report – Ray Afaisen</b> <ul style="list-style-type: none"> <li>- No report</li> </ul>		

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		<b>8. Announcements:</b>		
	2	<ul style="list-style-type: none"> <li>- 2009 Southern Group on Educational Affairs (SGEA) Regional Conference in New Orleans on April 2-4, 2008</li> <li>- AAAS Science and Technology Policy Fellowships – Application Deadline December 15, 2008</li> <li>- New Online resource regarding conflict of interest.</li> <li>- Program Director Survey-Please check your email inbox! Your input is greatly appreciated! It will only take a few minutes to complete and will provide us with valuable information.</li> <li>- 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 December 9, 2008.</li> </ul>	For informational purposes only.	Closed
<b>5. Adjournment</b>		The meeting was adjourned at 5:01 p.m.		