

GRADUATE MEDICAL EDUCATION COMMITTEE

Minutes

November 15, 2005

Approved by: _____

Lois L. Bready, M.D., Chair

Voting Members Present	L Bready, MD, Chair Janis Strong for Constance Barone, MD Carolina Bonilla, MD Kathy Bowers Gary Campbell, MD Daniel Dent, MD	John Erickson, MD Larry Fowler, MD <i>Evelyn Evans for</i> Rosemary Hickey, MD Ross Lawler, MD Javier LaFontaine, DPM	Robert Nolan, MD Jennifer Peel, PhD Carlos Rosende, MD Cynthia Spears Brian Waters, MD Elly Xenakis, MD	<i>CSR Representative</i> Ray Afaisen <i>SAUSHEC Representatives</i> Alt-Richard Boggs <i>UHS Representatives</i> Alt-Thomas Peters <i>VAH Representatives</i> Ray Chung, MD	(Teleconference) <i>RAHC Representative</i> James Hanley, MD Adela Valdez, MD
Non-Voting & Others Present	Beverly Combs Jon Courand, MD	Oralia DeLaGarza Farah Hayat, MD	Eric Kraus, MD Lisa Marquise	Joel Silberberg, MD	
Voting Members Absent	Karin Brewer Daniel Carlisle, MD Merril Carolin, MD Robert Castro, MD (excused)	Ewell Clarke, MD George Crawford, MD (excused) Richard Holt, MD (excused)	Debra Hunt, MD Joe Johnston, MD John Littlefield, PhD Robert Love, DO	Kenneth Matthews, MD Melanie Richards, MD Kit Smart	<i>VBMC Representatives</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, , 2005, at 4:07 p.m. in Room J 114, VA Hospital. Dr. Bready called the meeting to order at 4:07 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 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.

2. Approval of Minutes		The minutes of October 11, 2005 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		
	6	Dr. Bready opened the meeting with a clarification of resident evaluations . She wanted to make sure the programs are aware that when a resident completes a rotation in a program other than his/her own, the program that is hosting the resident should perform the evaluation for that rotation.	For informational purposes only	Open (Dr. Bready)
	5	Dr. Bready asked Dr. Adela Valdez, Assistant Dean, RAHC, to discuss the memorandum in the agenda packet dealing with resident orders. The memo states that consulting physicians should address any concerns directly with the supervising physician. Indirect communication is not in the best interest of the patient or other hospital personnel. Dr. Valdez stated that the memo has been forwarded and the matter is resolved.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Bready announced that the October 14, 2005 Program Coordinators' Professional Development Course was very successful. The workshops will continue on a quarterly basis.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready asked the Committee and other attendees to review the memorandum from the Office of Health Affairs at the UT system announcing that physicians who have earned an M.B.B.S. or other equivalent foreign medical degree from an international medical school must be accurately reflected on identification cards, badges, and residency certificates of training. The Texas Medical Board's policy is to allow use of "M.D." in lieu of M.B.B.S. or other equivalent foreign medical degree, once a physician obtains a permanent Texas medical license.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready asked Lisa Marquise to review the minutes from the TMB PIT meeting held on November 7, 2005 in Austin, Texas.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready asked the Committee and other attendees to read the "Compact Between Resident Physicians and Their Teachers" which was created by the AAMC on November 1, 2005, and to consider adapting it for use within their programs.	For informational purposes only	Open (Dr. Bready)
	6	Dr. Bready discussed the ACGME Workshop on the implementation of General Competencies by residency programs. Dr. Bready requested that program directors begin incorporating the following: work with interdisciplinary teams, 360° evaluations, long-term goals and short term objectives driving evaluations.	For informational purposes only	Open (Dr. Bready)
		b. Internal Review Subcommittee – Dr. Nolan		
	1, 11	Dr. Nolan reviewed the following Internal Review Summaries: Physical Medicine and Rehabilitation Geriatric Psychiatry Pediatric Nephrology	For informational purposes only	Open (Dr. Nolan)

	1, 11	Dr. Nolan announced the following programs with Internal Reviews pending: Family & Community Medicine – 11/16/05 Otolaryngology – 2/16/06	For informational purposes only	Open (Dr. Nolan)
		c. Working Environment Subcommittee – Dr. Carlisle		
	1	Mr. Thomas Peters, Vice-President, UHS, announced 100 new parking spaces will be available on 12/17/05 across the street from the hospital.	For informational purposes only	Open (Dr. Carlisle)
		d. General Competencies Subcommittee – Dr. Peel		
	6	Dr. Peel announced she will present a lecture titled “Bedside Teaching” on Friday, 11/18/05 in room 309-L.	For informational purposes only	Open (Dr. Peel)
		e. Resident Duty Hours Subcommittee – Dr. Crawford		
	4	Dr. Peel announced that the Institutional Duty Hours Survey was being conducted.	For informational purposes only	Open (Dr. Crawford)
		f. Resident Supervision Committee – Dr. Chung		
	5	Dr. Chung asked the Committee to review Forensic Psychiatry’s request for initial approval of their supervision policy.	Policy was approved.	Open (Dr. Chung)
		g. Resident Tracking Software Subcommittee – Dr. Erikson & Ms. Wendy Breton		
	1	Dr. Erikson reported modification to the Duty Hours Module in the New Innovations Database.	For informational purposes only	Open (Dr. Erikson)
		h. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende		
	2	Dr. Rosende announced that the Pediatric Critical Care program’s request for an additional position for their program. No firm financial commitment has been established.	For informational purposes only	Subcommittee will update next month (Dr. Rosende)
		i. Autopsies Tracking (quarterly) – Dr. Fowler		
	1	Dr. Fowler reported: UHS total autopsies: 6 in July, 2 in August and 8 in September. Rate of eligible deaths without autopsy request: 74.9% in July and 86.7% in August, 77.8% in September. % of non-Medical Examiner cases at UH autopsied: 26.1% in July and 13.3% in August, 22.2% in September. VAH total autopsies: 4 in July, 5 in August and 1 in September. Rate of eligible deaths: 16.7% in July, 27.7% in August and 6.25% in September.	For informational purposes only	Open (Dr. Fowler)
		j. Housestaff Council – Dr. Hopkins		
	1	Dr. Hopkins announced that there were 100 attendees at the Housestaff Council meeting held earlier in November.	For informational purposes only	Open (Dr. Hopkins)
		2. ACGME RRC Correspondence		
	8, 10	<ul style="list-style-type: none"> o Internal Medicine-RAHC accreditation letter o Hand Surgery participating institution change o Pediatric Endocrinology approval of requested changes o Family Medicine – San Antonio accreditation letter o Family Medicine – Sports Medicine accreditation letter 	For informational purposes only	Open (Dr. Bready)

		<ul style="list-style-type: none"> o Rheumatology request for completed forms before site visit is scheduled 																
		3. UHS Report:																
	3	<p>Mr. Peters reported open enrollment for benefits is approaching for Housestaff. The PPO package is being incorporated into the Basic Package which will lower the cost to \$30/month. The HMO package cost is going to double in cost. The benefits office will meet with the residents are enrolled in the HMO package individually.</p> <p>Mr. Peters also announced that new ID cards will be issued to all hospital personnel, including Housestaff.</p>	For informational purposes only	Open (Mr. Peters)														
		4. VA Report:																
	3	No report.	For informational purposes only	Open (Dr. Chung)														
		5. SAUSHEC Report:																
	3	No report.	For informational purposes only	Open (Dr. Parsons)														
		6. CHRISTUS Santa Rosa Report:																
	3	Mr. Ray Afaisen announced that CSR is implementing a photography policy. Permission must be given to photograph patients.	For informational purposes only	Open (Mr. Afaisen)														
		7. Announcements:																
		Dr. Bready announced Dr. John Littlefield's new position as Director of the Academic Center for Excellence in Teaching (ACET).	For informational purposes only	Open (Dr. Bready)														
		Dr. Bready announced the Southern Group on Educational Affairs will conduct their annual meeting in May, 2006 in Galveston, Texas.	For informational purposes only	Open (Dr. Bready)														
		<p>GMEC meetings will be at 4:00 p.m. in Room J-114 at the VA Hospital on:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">December 13, 2005</td> </tr> <tr> <td style="text-align: center;">January 10, 2006</td> <td style="text-align: center;">July 11, 2006</td> </tr> <tr> <td style="text-align: center;">February 14, 2006</td> <td style="text-align: center;">August 8, 2006</td> </tr> <tr> <td style="text-align: center;">March 14, 2006</td> <td style="text-align: center;">September 12, 2006</td> </tr> <tr> <td style="text-align: center;">April 11, 2006</td> <td style="text-align: center;">October 10, 2006</td> </tr> <tr> <td style="text-align: center;">May 9, 2006</td> <td style="text-align: center;">November 14, 2006</td> </tr> <tr> <td style="text-align: center;">June 13, 2006</td> <td style="text-align: center;">December 12, 2006</td> </tr> </table>	December 13, 2005		January 10, 2006	July 11, 2006	February 14, 2006	August 8, 2006	March 14, 2006	September 12, 2006	April 11, 2006	October 10, 2006	May 9, 2006	November 14, 2006	June 13, 2006	December 12, 2006		
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5. Adjournment		The meeting was adjourned at 5:17 p.m.																