

GRADUATE MEDICAL EDUCATION COMMITTEE

Minutes

October 11, 2005

Approved by: _____

Lois L. Bready, M.D., Chair

Voting Members Present	L Bready, MD, Chair Janis Strong for Constance Barone, MD Kathy Bowers Karin Brewer Gary Campbell, MD Ewell Clarke, MD	George Crawford, MD Daniel Dent, MD John Erickson, MD Larry Fowler, MD Adam Graff, MD Matthew Hopkins, MD Debra Hunt, MD	Ross Lawler, MD Peter Learn, MD Kenneth Matthews, MD Robert Nolan, MD Jennifer Peel, PhD Carlos Rosende, MD Kit Smart Cynthia Spears	<u>SAUSHEC Representatives</u> Alt-Richard Boggs <u>UHS Representatives</u> Alt-Thomas Peters Alt-Betty Flowers	(Teleconference) <u>RAHC Representative</u> James Hanley, MD Adela Valdez, MD
Non-Voting & Others Present	John Calhoon, MD Hilda Cheatum Beverly Combs	Farah Hayat, MD G. Richard Holt, MD Eric Kraus, MD	Lisa Marquise Thomas Matthews, MD Darlene Metter, MD	Janie Trevino James Tysinger, PhD	
Voting Members Absent	Daniel Carlisle, MD Merril Carolin, MD Robert Castro, MD	Rosemary Hickey, MD Joe Johnston, MD	Javier LaFontaine, DPM John Littlefield, PhD	<u>CSR Representative</u> Ray Afaisen <u>VAH Representatives</u> Ray Chung, MD	<u>VBMC Representatives</u> 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, October 11, 2005, at 4:00 p.m. in Room J 114, VA Hospital. Dr. Bready 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 September 13, 2005 were reviewed.	Approved as written	Closed
3. Ongoing Business		1. Standing Reports:		
		a. DIO—Dr. Lois Bready		
	2, 3	Dr. Bready announced that she has approved ACGME ADS institutional support for the Radiation Oncology requests for change of Program Director and resident complement.	For informational purposes only	Open (Dr. Bready)
	7	Dr. Bready asked the Committee to review the Verification Statement application packet for the Advanced Nephrology (Academic/Research Track) Fellowship.	For informational purposes only	Open (Dr. Bready)
		b. Best Practices		
	5,6	Dr. Ewell Clarke presented the Radiology <i>Resident Portfolio Project</i> . Documents will be available on our GME website.	For informational purposes only	Open (Dr. Bready)
		c. Internal Review Subcommittee – Dr. Nolan		
	1, 11	Dr. Nolan announced Geriatric Psychiatry will conduct their Internal Review on 10/25/05.	For informational purposes only	Open (Dr. Nolan)
		d. Working Environment Subcommittee – Dr. Carlisle		
	1	Nothing to report.		Open (Dr. Carlisle)
		e. General Competencies Subcommittee – Dr. Peel		
	6	Dr. Peel announced there will be a General Competency survey that may possibly be sent in an e-mail format. Dr. Bready announced that she will be attending a meeting in November sponsored by the ACGME which will address assessment the General Competencies in context of the upcoming Phase 3 (begins 7/06).	For informational purposes only	Open (Dr. Peel)
		f. Resident Duty Hours Subcommittee – Dr. Crawford		
	4	Dr. Crawford announced there will be a Duty Hours Survey in November. The survey format will mirror the ACGME survey. Dr. Peel announced that she is available to present Survey Instruction Sessions to the housestaff.	For informational purposes only	Open (Dr. Crawford)
		g. Resident Supervision Committee – Dr. Chung		
		Dr. Bready asked for approval of the following Supervision Policies with changes: <ul style="list-style-type: none"> o Nephrology o Neuroradiology 	GMEC approved Supervision Policies	Open (Dr. Chung)
		h. Resident Tracking Software Subcommittee – Dr. Erikson & Ms. Wendy Breton		
	3, 5	Dr. Erikson announced that he spoke with a Steve Reed at New Innovations and voiced his concerns about the enhancements to the software.	For informational purposes only	Open (Dr. Erikson)
	2	i. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende		

