

**GRADUATE MEDICAL EDUCATION COMMITTEE**

Minutes  
August 9, 2005

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

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

<b>Voting Members Present</b>	L Bready, MD, Chair Karin Brewer Merrill Carolin, MD George Crawford, MD Gary Campbell, MD for Daniel Dumitru, MD	<b>Gus Daniels, MD</b> John Erickson, MD Larry Fowler, MD Rosemary Hickey, MD	Robert Nolan, MD Jennifer Peel, PhD Melanie Richards, MD Carlos Rosende, MD	<u>CSR Representative</u> Ray Afaisen <u>SAUSHEC Representatives</u> Alt-Richard Boggs <u>UHS Representatives</u> Alt-Thomas Peters Alt-Betty Flowers <u>VAH Representatives</u> Ray Chung, MD	<b>(Teleconference)</b> <u>RAHC Representative</u> James Hanley, MD Adela Valdez, MD <u>McAllen Representative</u> Juan Trevino, MD
<b>Non-Voting &amp; Others Present</b>	D. Baruch-Bienen, MD Hilda Cheatum	Beverly Combs Julianne Flynn, MD	Richard Holt, MD Eileen Kleffner	Lisa Marquise James Tysinger, PhD	
<b>Voting Members Absent</b>	<b>Brett Anderson, MD</b> Constance Barone, MD Kathy Bowers <b>Greg Bowling, MD</b> Daniel Carlisle, MD	Robert Castro, MD Ewell Clarke, MD Daniel Dent, MD <b>Mat Hopkins, MD</b> Debra Hunt, MD Joe Johnston, MD	Ross Lawler, MD <b>Peter Learn, MD</b> John Littlefield, PhD Kenneth Matthews, MD Rosemay Michel, DPM	Kit Smart Cynthia Spears Elly Xenakis, MD	<u>VBMC Representatives</u> Jim Salyer

	<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, August 8, 2005, at 4:00 p.m. in Room J 114, VA Hospital. Dr. Bready called the meeting to order at 4:00 p.m.		

<sup>1</sup> **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. <b>Approval of Minutes</b>		The minutes of July 12, 2005 were reviewed. Dr. Fowler (Pathology) asked that the language in the minutes with regards to the Program Effectiveness Policy be changed. He did not object to the Policy; he suggested an alternative. Discussion was substantial, and the policy will stand as written.	Approved as written.	Closed
3. <b>New Business</b>	1, 6	Dr. Doris Quinn and Mr. John Bingham, GME Visiting Professors from Vanderbilt University Medical Center, presented their talk titled, " <b>Linking Outcome of Care to the ACGME Core Competencies: A Matrix Solution</b> ". Copies of their power-point presentation and article will be placed on the GME website, and CDs are available to interested individuals.	For informational purposes only	Closed
4. <b>Ongoing Business</b>		<b>1. Standing Reports:</b>		
		<b>a. DIO—Dr. Lois Bready</b>		
	3	<u>Updating Program Agreements</u> – our institutional policy is to review and revise program agreements every 3 years. This ensures that the agreements contain all required elements, that oversight of trainees' experiences at the various clinical sites is organized, productive, and protective of the trainees. Dr. Bready informed the Committee that the current program agreement template (formerly known as <i>MOL</i> ) is available on the GME website for use when updating: <a href="http://www.uthscsa.edu/gme/programagreement.doc">http://www.uthscsa.edu/gme/programagreement.doc</a>	For informational purposes only	Open (Dr. Bready)
	1	Dr. Bready opened the floor to comments on the second review of the draft <u>Policy on Completion of USMLE Examinations</u> . Dr. Fowler voiced his concern about the Step 3 requirement being included in the policy. Dr. Richards (Surgery) and Dr. Nolan (Pediatrics) and Dr. Bready (Anesthesiology) recounted incidents in which failure of residents to take and pass USMLE step exams resulted in significantly bad outcomes for the individuals. Dr. Bready asked the Committee to send her any constructive suggestions in an e-mail.	The policy will be put to a vote at next month's meeting.	Open (Dr. Bready)
	1	Dr. Bready asked the Committee to review the draft <u>Policy on Dean's Administrative Remediation</u> .	The policy will be put to a vote at next month's meeting.	Open (Dr. Bready)
	1	Dr. Bready informed the Committee that data from the New Innovations Software System is being automatically loaded into the University's Knowledge Center database. This allows residents to obtain UTHSCSA ID badges, parking permits and library access, and will enable required educational offerings to be delivered via a web-based format.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Bready asked the Committee to review the article in their packets that discusses the creation of UTMB-Galveston regional campus in Austin, Texas.	For informational purposes only	Open (Dr. Bready)
	10	Dr. Bready asked the Committee to review the <u>Memoranda from the ACGME to DIOs and Residents &amp; Fellows</u> informing the Residents about the role and functions of the ACGME.	For informational purposes only	Open (Dr. Bready)
		<b>b. Internal Review Subcommittee – Dr. Nolan</b>		
	8, 11	Dr. Carolin (Neurology) reviewed her program's Site Visit <b>Action Plan</b> Reassessment.  Dr. Nolan announced the following <b>Internal Reviews</b> have been scheduled: Pathology 8/25/05 Neurology 8/30/05	No further reassessment is necessary for Neurology Action Plan.	Open (Dr. Nolan)

		Forensic Psychiatry 8/31/05 Physical Medicine & Rehabilitation 9/22/05 Geriatric Psychiatry 10/25/05  Dr. Bready reminded the Committee that faculty are needed for the Internal Review panels, and that GMEC members are expected to participate in at least 2 internal reviews each year.		
		<b>c. Working Environment Subcommittee – Dr. Carlisle</b>		
	1	From GME Executive Committee meeting: Continuing to work on parking at UHS.		Open (Dr. Carlisle)
		<b>d. General Competencies Subcommittee – Dr. Peel</b>		
	6	Dr. Peel announced the General Competencies Overview sessions have been scheduled and the announcement is in the agenda packets. Attendance will be entered into New Innovations for documentation purposes.	For informational purposes only	Open (Dr. Peel)
		<b>e. Resident Duty Hours Subcommittee – Dr. Crawford</b>		
	4	Dr. Crawford announced the Duty Hours survey form will be revised to mirror the ACGME survey form – rather than ranges of hours being provided, the resident will need to enter a number. He also announced that the Medicine Dept. will test-pilot the 80hours.com duty hours module.	For informational purposes only	Open (Dr. Crawford)
		<b>f. Resident Supervision Committee – Dr. Chung</b>		
	5	Dr. Chung announced the new <b>VA Handbook on Resident Supervision</b> is available online. The web address is <a href="http://www.va.gov/oaa/VHA_Handbook_14001_html.asp">http://www.va.gov/oaa/VHA_Handbook_14001_html.asp</a> . A pocket card will be made available by the VA Office of Academic Affiliations late in September. He also brought forth the following policies for review with no changes: Hand Surgery, Plastic Surgery, Cardiovascular Diseases, Interventional Cardiology, Nuclear Medicine, Urology, and Surgical Critical Care.  One policy was reviewed with minor changes: Physical Medicine and Rehabilitation.	Supervision policies approved with no objections.	Open (Dr. Chung)
		<b>g. Resident Tracking Software Subcommittee – Dr. Erikson &amp; Ms. Wendy Breton</b>		
	1	Dr. Erikson announces the Subcommittee is investigating a call schedule issue the VAH operators uncovered.	For informational purposes only	Open (Dr. Erikson)
		<b>h. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende</b>		
		Nothing to report.	For informational purposes only	Open (Dr. Rosende)
		<b>i. Autopsies Tracking (quarterly) – Dr. Fowler</b>		
	1	Dr. Fowler reported the following: <b>UHS total autopsies:</b> 8 in May, 3 in June and 6 in July. <b>Rate of eligible deaths without autopsy request:</b> 76.5% in May and 87% in June. <b>% of non-Medical Examiner cases at UH autopsied:</b> 23.5% in May and 13% in June. <b>VAH total autopsies:</b> 4 in May, 3 in June and 4 in July. <b>Eligible deaths (total deaths-ME referred cases) autopsy rate:</b> 19% in	For informational purposes only	Open (Dr. Fowler)

		May, 10.3% in June and 16.7% in July.		
		<b>j. Housestaff Council – Dr. Hopkins</b>		
		Nothing to report.		Open (Dr. Hopkins)
		<b>2. ACGME RRC Correspondence</b>		
	8, 10	<ul style="list-style-type: none"> <li>o Acknowledgment letter to Ophthalmology of correspondence received from Program Director.</li> <li>o Acknowledgement letter to Nephrology of correspondence received from Program Director.</li> <li>o Letter to Psychiatry RRC Director requesting voluntary withdrawal of accreditation for Addiction Psychiatry.</li> <li>o Letter to Neonatal-Perinatal Medicine Program Director acknowledging request to temporarily increase the number of residents from 3 to 4.</li> <li>o Letter to Diagnostic Radiology Program Director acknowledging the new pediatric radiology rotation at CSR Children’s Hospital.</li> <li>o Letter to the Urology Program Director approving the request to revise the residents’ assignments to participating institutions.</li> </ul> <p>Letter from Surgery informing ACGME of a temporary change in resident complement.</p>	For informational purposes only	Open (Dr. Bready)
	2	<b>3. UHS Report:</b> Mr. Tom Peters discussed the Housestaff Budget Development Process that he and Dr. Bready are working on. Goals of this process include alignment of mission need, clinical materials availability, and sufficient time for assessment and inclusion in the UHS budget. The process will request input from the program, review by the GMEC Resident Allocation Subcommittee, approval by GMEC, review and consideration by the UHS Administration, and budgetary consideration.	For informational purposes only	Open (Dr. Bready)
	1	<b>4. VA Report:</b> Dr. Chung announces that JCAHO will conduct a site visit on the patient floors at the VAH on September 12-16, 2005.	For informational purposes only	Open (Dr. Chung)
	3	<b>5. SAUSHEC Report:</b> Mr. Richard Boggs reminded the Committee that the <u>Program Directors Offsite Workshop</u> will be held on 8/18/05 at the Pyramid Chapel on Lackland AFB. <b>This is a very cost-effective way to enhance medical faculty educators’ educational abilities.</b>	For informational purposes only	Open (Dr. Bready)
		<b>6. CHRISTUS Santa Rosa Report – No Report</b>		
		<b>7. Announcements:</b> Dr. Bready announced that the September GMEC meeting will be held in room 309-L at UTHSCSA due to the VAH JCAHO visit.		
		GMEC meetings will be at 4:00 p.m. in Room J-114 at the VA Hospital on: 10/11/05                  11/15/05                  12/13/05		
<b>5. Adjournment</b>		The meeting was adjourned at 5:30 p.m.		