

GRADUATE MEDICAL EDUCATION COMMITTEE

Minutes

February 8, 2005

Approved by: _____

Lois L. Bready, M.D., Chair

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| Voting Members Present | L Bready, MD, Chair Constance Barone, MD Karin Brewer Daniel Carlisle, MD Ted Dubrawsky (for Merrill Carolin, MD) Robert Castro, MD D. Baruch-Bienen, MD for George Crawford, MD | Larry Fowler, MD Matt Hopkins, MD Meghna Joshi, MD Peter Learn, MD John Littlefield, PhD Kenneth Matthews, MD | Rosemay Michel, DPM Jennifer Peel, PhD Melanie Richards, MD Carlos Rosende, MD Kit Smart Cynthia Spears Melissa Watson, MD Kristen Plastino, MD (for Elly Xenakis, MD) | <u>SAUSHEC Representatives</u> John Roscelli, MD Alt-Richard Boggs <u>UHS Representatives</u> Alt-Thomas Peters Alt-Betty Flowers <u>VAH Representatives</u> Ray Chung, MD | (Teleconference) <u>VBMC Representatives</u> Jim Salyer Adela Valdez, MD <u>RAHC Representative</u> James Hanley, MD <u>McAllen Representative</u> Juan Trevino, MD |
| Non-Voting & Others Present | Wendy Bretón | Beverly Combs | David Huang, MD | Lisa Marquise | |
| Voting Members Absent | Brett Anderson, MD Kathy Bowers Greg Bowling, MD | Ewell Clarke, MD Daniel Dent, MD Daniel Dumitru, MD | John Erickson, MD Rosemary Hickey, MD Debra Hunt, MD Joe Johnston, MD | Robert Nolan, MD Miguel Ramirez, MD Blake Simpson, MD | <u>CSR Representative</u> Ray Afaisen |

| | 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, February 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. | | |

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.

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| 2. Approval of Minutes | | The minutes of January 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 | | |
| | 1 | Dr. Bready welcomed the new Housestaff Council officers for 2005-2006. They are: President: Matt Hopkins, PGY2, Psychiatry Vice President: Gus Daniels, PGY 3, Psychiatry Secretary: Adam Graff, PGY1, ENT Treasurer: Jennifer Graff, PGY1, OB/GYN | For informational purposes only | Open (Dr. Bready) |
| | 4 | Dr. Melanie Richards, Program Director, Surgery discussed her program's response to the GME November 2004 Resident Duty Hours Survey and also updated the Committee on the status of duty hours monitoring in the General Surgery Residency. | For informational purposes only | Open (Dr. Bready) |
| | 1, 2, 4 | Dr. Bready asked the Committee to review a policy revision on Moonlighting by Residents. | Policy approved. | Open (Dr. Bready) |
| | 1, 2, 4 | Dr. Bready asked the Committee to review a new policy on Moonlighting by Fellows. | Policy approved. | Open (Dr. Bready) |
| | 4 | Dr. Bready asked the Committee if a new GME policy should be created that discusses Resident Suspension due to not attending Clinical Documentation Training. The request was discussed and then tabled. A work group was formed that includes Dr. Robert Castro, Program Director, Neonatal-Perinatal Medicine, Mr. Tom Peters, Vice-President, UHS and Dr. Peter Learn, Resident, Surgery. | Work Group to report at March GMEC meeting. | Open (Dr. Bready) |
| | 1 | The Office of International Services Schedule for Check-In and Report discussion was tabled until the GME office receives more definitive answers from the Office of International Services. | Discuss at March GMEC meeting. | Open (Dr. Bready) |
| | 8 | The Neurology Action Plan Follow Up Report was tabled. | Discuss at March GMEC meeting. | Open (Dr. Bready) |
| | 8, 9, 11 | Dr. Bready reviewed the updated Institutional Oversight Table with the Committee. | Updates approved by GMEC. | Open (Dr. Bready) |
| | 7 | Dr. Bready reminded the Committee that March 1 st is the deadline for non-renewal of resident contracts, per ACGME requirements. | For informational purposes only | Open (Dr. Bready) |
| | | b. Internal Review Subcommittee – Dr. Nolan | | |
| | 11 | No reports this month. | | Open (Dr. Nolan) |
| | | c. Best Practices | | |
| | 4 | Dr. Kristen Plastino presented the method used by the Ob-Gyn program to accumulate data from residents. This data can be used to compare residents' responses to the institutional Duty Hours surveys and the Residents Survey generated by the ACGME . | For informational purposes only | Open (Dr. Plastino) |

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| | | d. Working Environment Subcommittee – Dr. Carlisle | | |
| | 1, 2 | Dr. Carlisle reported that he, Dr. Matt Hopkins, President, Housestaff Council, and Mr. Tom Peters, Vice-President, UHS will meet soon to discuss resident parking issues. | Report at March GMEC meeting. | Open (Dr. Carlisle) |
| | | e. General Competencies Subcommittee – Dr. Peel | | |
| | 6 | Dr. Peel reported that the next subcommittee meeting will take place after the ACGME Educational meeting the first week in March. | For informational purposes only | Open (Dr. Peel) |
| | | f. Resident Duty Hours Subcommittee – Dr. Baruch-Bienen for Dr. Crawford | | |
| | 4 | Dr. Baruch reported the subcommittee met on 1/25 to discuss short and long term solutions for Duty Hours monitoring. The next meeting will be held on 2/15. | For informational purposes only | Open (Dr. Baruch-Bienen) |
| | | g. Resident Supervision Committee – Dr. Chung | | |
| | 5 | Nothing to report. | For informational purposes only | Open (Dr. Chung) |
| | | h. Resident Tracking Software Subcommittee – Dr. Erikson & Ms. Wendy Breton | | |
| | 1 | In Dr. Erikson's absence, Dr. Bready announced data-gathering for the Medicare Audit for UHS has been completed. | For informational purposes only | Open (Dr. Erikson) |
| | | i. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende | | |
| | 2 | Dr. Rosende reported that he is gathering information for the Psychiatry request for additional positions. | Report at March GMEC meeting. | Open (Dr. Rosende) |
| | | j. Housestaff Council – Dr. Joshi | | |
| | 1 | Dr. Joshi announced that the Council is making preparation for new resident orientation activities. | For informational purposes only | Open (Dr. Joshi) |
| | | k. Autopsies Tracking (quarterly) – Dr. Fowler | | |
| | 6 | Dr. Fowler reported he met with Nancy Ray at UHS to discuss the lack of autopsies. More information on this meeting and on the VAH will follow. He discussed the end of year totals: UHS Total autopsies: 56 Rate of eligible deaths without autopsy request: 81% % of non-Medical Examiner cases at UH autopsied: 16.3% | For informational purposes only | Open (Dr. Fowler) |
| | | 2. ACGME RRC Correspondence | | |
| | 10 | <ul style="list-style-type: none"> o Psychiatry accreditation letter – 5 year cycle with no citations o Forensic Psychiatry accreditation letter – new prog; 2 year cycle o Thoracic Surgery accreditation e-mail – 3 year cycle o Urology acknowledgement letter o Ophthalmology acknowledgement letter | For informational purposes only | Open (Dr. Bready) |
| | 3 | 3. UHS Report: Mr. Peters announced that Doctors Week is the week of 3/28/05. There will be lunch provided in the Foundation Room for faculty throughout the week. | For informational purposes only | Open (Mr. Peters) |
| | 3 | 4. VA Report: Dr. Chung reported the VAH is undergoing a mock JCAHO review this week. He added that JCAHO is incorporating the use of tracer | For informational purposes only | Open (Dr. Chung) |

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| | | methodology in its reviews (follow a patient through their stay). He also announced the online Learner's Perception Survey will be available in March/April for residents to complete. | | |
| | 3 | 5. SAUSHEC Report: Dr. Roscelli announced that upon his retirement in June, Dr. Ted Parsons will be the new Dean of SAUSHEC. | For informational purposes only | Open (Dr. Roscelli) |
| | 3 | 6. CHRISTUS Santa Rosa Report – Nothing to report. | For informational purposes only | Open (Mr. Afaisen) |
| | | 7. Announcements: | | |
| | 3 | Dr. Bready made the following announcements: <ul style="list-style-type: none"> o TSBME Winter 2005 Physicians in Training meeting in Austin, Texas on Thursday, 2/11/05 o SMA call for abstracts o Teleconference Workshops announcement o BCMS disability insurance for residents | For informational purposes only | Open (Dr. Bready) |
| | b | GMEC meetings will be at 4:00 p.m. in Room J-114 at the VA Hospital on: March 8, 2005 April 12, 2005 May 10, 2005 June 14, 2005 July 12, 2005 August 9, 2005 Sept. 13, 2005 | | |
| 5. Adjournment | | The meeting was adjourned at 5:08 p.m. | | |