

GRADUATE MEDICAL EDUCATION COMMITTEE

Minutes

February 14, 2006

Approved by: _____

Lois L. Bready, M.D., Chair

Voting Members Present	L Bready, MD, Chair <i>Janis Strong for</i> Constance Barone, MD Carolina Bonilla, MD Karin Brewer Gary Campbell, MD Daniel Carlisle, MD Ewell Clarke, MD	George Crawford, MD Daniel Dent, MD John Erickson, MD Rosemary Hickey, MD Debra Hunt, MD Ross Lawler, MD Robert Love, MD	Kenneth Matthews, MD Robert Nolan, MD Jennifer Peel, PhD Kit Smart Cynthia Spears Brian Waters, MD <i>Kristen Plastino, MD for Elly Xenakis, MD</i>	<u>SAUSHEC Representatives</u> Alt-Richard Boggs <u>UHS Representatives</u> Alt-Thomas Peters Alt-Betty Flowers <u>VAH Representatives</u> Ray Chung, MD	(Teleconference) <u>RAHC Representatives</u> James Hanley, MD
Non-Voting & Others Present	Wendy Bretón Beverly Combs Neal Dalrymple, MD	Ann Franklin Matthew Hopkins, MD Nancy Ibach	Eileen Kleffner Eric Kraus, MD Lisa Marquise Toby Yaltho, MD		
Voting Members Absent	Kathy Bowers Merril Carolin, MD	Robert Castro, MD/exc Larry Fowler, MD G. Richard Holt, MD/exc	John Littlefield, PhD/exc Melanie Richards, MD Carlos Rosende, MD	<u>CSR Representative</u> Ray Afaisen	<u>VBMC Representatives</u> Jim Salyer

	GMEC DUTY ¹	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 14, 2005, at 4:00 p.m. in Room J 114, VA Hospital. Dr. Bready called the meeting to order at 4:01 p.m.		

¹ **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 January 10, 2005 were reviewed.	Approved as written.	Closed
3. New Business		None to report		
4. Ongoing Business		1. Standing Reports:		
		a. DIO—Dr. Lois Bready		
	1	Dr. Bready asked the Committee to review and vote on revisions to the GME Responsibilities of the Residency Program Director policy.	GMEC approved the revisions to the policy.	Open (Dr. Bready)
	2	Dr. Bready responded to a question about Resident's insurance coverage. She announced that \$100/day for five days is the resident's copay, not the coverage, for hospitalizations out of town. So, the maximum copay is \$500.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Bready asked the Committee to review the ERAS written performance evaluation requirement documentation in the agenda packets (requires written communication between sending and receiving PDs for residents with prior GME).	For informational purposes only	Open (Dr. Bready)
	4	Dr. Bready announced the following programs have been scheduled for the ACGME resident survey and have received an e-mail notification: Pain Medicine, Cardiovascular Disease, Gastroenterology, Nephrology, Hematology/Oncology, Pulmonary Disease & Critical Care Medicine, Hand Surgery, Neonatal-Perinatal Medicine, Child & Adolescent Psychiatry.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Bready asked the Committee to review a copy of the Texas Medical Board's Rule Changes that were approved as Proposed Rules by the TMB on 10/7/05.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Bready reviewed a memo from Dr. Hnatow, President, UHS Medical-Dental Staff which stressed the importance of Patient Safety . A list of UHS unapproved abbreviations and Guidelines for implementing the universal protocol for preventing wrong site, wrong procedure and wrong person surgery were also included in the packet as a reference. JCAHO will be performing unannounced inspection of UHS sometime this year.	For informational purposes only	Open (Dr. Bready)
		b. Internal Review Subcommittee – Dr. Nolan		
	9, 11	Dr. Nolan presented the Family Medicine-Sports Medicine Action Plan for approval.	Action plan approved by GMEC.	Open (Dr. Nolan)
	11	Dr. Nolan announced the following programs have Internal Reviews scheduled: Radiation Oncology – 2/15/06 Otolaryngology – 2/16/06 Nuclear Medicine – 3/22/06 Neuroradiology – pending (early April)	For informational purposes only	Open (Dr. Nolan)
		c. Working Environment Subcommittee – Dr. Carlisle		
		Nothing to report.		Open (Dr. Carlisle)
		d. General Competencies Subcommittee – Dr. Peel		

	6	Dr. Peel asked the Committee to review the GME General Competencies Course Menu in the agenda packet. UHS & UTHSCSA General Competencies Courses are included. Dr. Peel is available to present these topics to programs' residents, as well as to work with PDs to improve program G&O and evaluations.	For informational purposes only	Open (Dr. Peel)
		e. Resident Duty Hours Subcommittee – Dr. Crawford		
	4	Dr. Carlisle, adhoc subcommittee chair, asked the GMEC to review the report created by the adhoc subcommittee for the Surgery request for duty hours exception . The GME office will distribute an electronic ballot on Wednesday, 2/15/06, to the voting members of the GMEC. Dr. Hickey, one of the adhoc subcommittee members, suggested edits to the original request to the RRC.	For informational purposes only	Open (Dr. Crawford)
		f. Resident Supervision Committee – Dr. Chung		
	5	<u>Policies returned to programs for revision:</u> Neurosurgery, Otolaryngology, Pediatric Endocrinology & Podiatry.	For informational purposes only	Open (Dr. Chung)
	5	Dr. Chung announced a Needs Analysis will be distributed to the Program Directors soon.	For informational purposes only	Open (Dr. Chung)
		g. Resident Tracking Software Subcommittee – Dr. Erikson & Ms. Wendy Breton		
	3	Dr. Erikson announced a task force will meet to discuss FTE numbers and how to ensure the correct information is reported.	For informational purposes only	Open (Dr. Erikson)
	3	Dr. Bready announced the first quarterly Program Directors Development Workshop will occur on 2/23/06 at 4:00 pm in room 409-L. The topic is "IRIS and FTEs".	For informational purposes only	Open (Dr. Erikson)
		h. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende		
		Nothing to report.	For informational purposes only	Open (Dr. Rosende)
		i. Housestaff Council – Dr. Gomez		
		Nothing to report.		Open (Dr. Gomez)
		2. ACGME RRC Correspondence		
	8	<ul style="list-style-type: none"> o Accreditation letter to Urology (5 year cycle, progress report in 2 years, approval of 12 Urology positions & approval of resident assignment to Stone Oak Pediatric Clinic for half-day clinic during pediatric rotation) o Approval letter to Urology (new program director) o Acknowledgement letter to Anesthesiology (request to increase resident complement) o Accreditation Notification Letters o Acknowledgement letter to Family Medicine (acknowledge receipt of supplementary information for site visit) o Corrected copy of Plastic Surgery accreditation letter (participating institution changes, WHMC deleted and BAMC added) 	For informational purposes only	Open (Dr. Bready)
		3. UHS Report:		
		Mr. Peters discussed the revised CMS patient satisfaction reporting processes.		

		4. VA Report:												
		Dr. Chung announced the VAH is recommending an increase in resident positions for established programs and potentially for new programs that are needed. There will also be an increase in funding for research.												
		5. SAUSHEC Report: No Report												
		6. CHRISTUS Santa Rosa Report – No Report												
		7. Announcements:												
		<ul style="list-style-type: none"> o Program Directors Development Workshop, February 23, 2006 o Central Texas' Conference on Clinical Simulation, Temple, Texas, February 24-25, 2006 o Group on Resident Affairs Spring Meeting, Austin, TX, April 23-26, 2006 o Southern Group on Educational Affairs Meeting, Galveston, TX, May4-6, 2006 o Academic Medicine article o JAMA article 												
		GMEC meetings will be at 4:00 p.m. in Room J-114 at the VA Hospital on:												
		<table border="1"> <tr> <td>March 14, 2006</td> <td>August 8, 2006</td> </tr> <tr> <td>April 11, 2006</td> <td>September 12, 2006</td> </tr> <tr> <td>May 9, 2006</td> <td>October 10, 2006</td> </tr> <tr> <td>June 13, 2006</td> <td>November 14, 2006</td> </tr> <tr> <td>July 11, 2006</td> <td>December 12, 2006</td> </tr> </table>	March 14, 2006	August 8, 2006	April 11, 2006	September 12, 2006	May 9, 2006	October 10, 2006	June 13, 2006	November 14, 2006	July 11, 2006	December 12, 2006		
March 14, 2006	August 8, 2006													
April 11, 2006	September 12, 2006													
May 9, 2006	October 10, 2006													
June 13, 2006	November 14, 2006													
July 11, 2006	December 12, 2006													
5. Adjournment		The meeting was adjourned at 4:53 p.m.												