

**GRADUATE MEDICAL EDUCATION COMMITTEE**

Minutes  
March 9, 2004

Approved by: \_\_\_\_\_  
**Lois L. Bready, M.D., Chair**

<b>Voting Members Present</b>	L Bready, MD, Chair Bill Adams <b>Brett Anderson, MD</b> Richard Boggs	Ray Chung, MD Ron Grimwood, MD James Hanley, MD	Rosemary Hickey, MD Debra Hunt, MD <b>Michael Johnson, MD</b> <b>Meghna Joshi, MD</b>	Kenneth Matthews, MD <b>Aaron Miller, MD</b> Judy Paukert, PhD	James Rogers, MD Carlos Rosende, MD Juan Trevino, MD
<b>Non-Voting &amp; Others Present</b>	D Baruch-Bienen, MD Kathy Bowers Wendy Bretón	Robert Castro, MD Betty Flowers Michelle Ingram	Maria Marquise Thomas Matthews, MD Erika Montez	Becky Odinet (LSU visitor) <b>Monal Shah, MD</b> Cindy Spears	James Startzell, DDS Barbara Stroud Claudio Zeballos, MD
<b>Voting Members Absent</b>	Ray Afaisen Daniel Carlisle, MD Merrill Carolin, MD Ewell Clarke, MD George Crawford, MD	<b>Melissa Deuter, MD</b> Daniel Dumitru, MD Tony Eng, MD John Erikson, MD Stanley Fisch, MD	Larry Fowler, MD <b>David Huang, MD</b> <b>Jessica Kammerl, MD</b> <b>Sandeep Khandhar, MD</b> <b>Joe Johnston, MD</b>	Robert Nolan, MD Randall Otto, MD Irma Pye Miguel Ramirez, MD Melanie Richards, MD	<b>Juan Sanchez, MD</b> <b>Victoria Trickett, MD</b> Elly Xenakis, MD

	<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, March 9, 2004, at		

<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.

	GMEC DUTY <sup>1</sup>	DISCUSSION/CONCLUSION	RECOMMENDATIONS	FOLLOW-UP (BY WHOM)
		4:00 p.m. in Room J 114, VA Hospital. Dr. Bready called the meeting to order at 4:01 p.m.		
<b>2. Approval of Minutes</b>		The minutes of February 10, 2004. were reviewed.	Approved as written	Closed
<b>3. New Business</b>				
<b>4. Ongoing Business</b>		<b>1. Standing Reports:</b>		
		<b>a. DIO—Dr. Lois Bready</b>		
	9, 11	Dr. Paukert introduced the Action Plans for the following programs: Orthopaedic Surgery, Pediatrics, and Pediatric Critical Care. Dr. Bready introduced the Thoracic Surgery Action Plan.	Action plans approved; update requested on implementation and assessment of general competencies in Thoracic Surgery (July 2004).	Open (Dr. Bready)
	1, 3	Dr. Bready updated to the committee about the Open Records dispute between the Attorney General's Open Records division and the TSBME. The TSMBE is requesting access to evaluation documents. The dispute will most likely be resolved amicably by the AG's office representing the Open Records division and the AG's office representing the Board of Medical Examiners.	For informational purposes only	Open (Dr. Bready)
	1, 7	Dr. Bready presented a draft of the Program-Level Remediation policy to the Committee for discussion and approval.	Tabled	Open (Dr. Bready)
	9	Dr. Bready reviewed the updated Institutional Oversight document with the Committee.	For informational purposes only	Open (Dr. Bready)
		Dr. Bready introduced Becky Odinet, graduate student from LSU in New Orleans, LA. She is working on her dissertation project, which will deal with GME program information from a public and a private institution. She will be interviewing some of our program directors.	For informational purposes only	Open (Dr. Bready)
		<b>b. Internal Review Subcommittee – Dr. Nolan</b>		
	11	In Dr. Nolan's absence, Dr. Bready presented the Plastic Surgery and the Pediatric Pathology Internal Review reports for discussion.	Internal reviews for Plastic Surgery and Pediatric Pathology approved. Action plans for both programs to be presented in April	(Open) Dr. Nolan
		<b>c. Working Environment Subcommittee – Dr. Carlisle</b>		
	1, 3	Nothing to report.		(Open) Dr.

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				Carlisle
		<b>d. General Competencies Subcommittee – Dr. Paukert</b>		
	6	Subcommittee is working on assessment tools.		Open (Dr. Paukert)
		<b>e. Resident Duty Hours Subcommittee – Dr. Crawford</b>		
	1, 4	In Dr. Crawford's absence, Dr. Paukert presented duty hours policies from the following residency programs for approval: Cardiovascular Disease, Gastroenterology, Infectious Diseases, Family Practice, Orthopaedic Surgery, Urology, Obstetrics & Gynecology, Otolaryngology, Clinical Neurophysiology, and Radiology—Diagnostic.	Approved as written	(Open) Dr. Crawford
	4	Dr. Paukert informed the committee that about 75% of all residents in our training programs responded to the Duty Hours Survey in February. There were multiple problems in General Surgery, Anesthesiology, and Internal Medicine. The report will be ready in approximately one week. Dr. Bready plans to meet with the Chairman and Program Director of the programs that are in violation of duty hours requirements.	For informational purposes only Reports to be sent to Program Directors and Coordinators and Clinical Chairs.	(Open) Dr. Paukert, Dr. Crawford, and Dr. Bready
		<b>f. Resident Supervision Committee – Dr. Chung</b>		
	5	Dr. Chung presented a revised supervision policy for Nephrology and an unchanged Surgery-General for approval.	Nephrology policy approved as written. General Surgery policy tabled until April meeting.	(Open) Dr. Chung
		<b>g. Resident Tracking Software Subcommittee – Dr. Erikson &amp; Ms. Wendy Breton</b>		
	2,3	Ms. Bretón reported that the IRIS report is the main concern at this time. She announced that the Program Coordinators will be able to upload ERAS demographic information into New Innovations after the match.	For informational purposes only	(Open) Dr. Erikson
		<b>h. Resident Allocation Subcommittee – Dr. Rosende</b>		
	2	Dr. Rosende reported that request for an additional residency funded slot is pending for Radiology—Diagnostic Residency Program.	For informational purposes only	(Open) Dr. Rosende
		<b>i. Housestaff Council – Dr. Joshi</b>		
		Dr. Aaron Miller reported that the new officers have been elected and they will report next month. The new President is Dr. Joshi (Psychiatry).	For informational purposes only	(Open) Dr. Joshi
		<b>j. Autopsies Tracking – Dr. Fowler</b>		
	8, 9	Dr. Fowler is away. His monthly report on autopsies is included in the agenda packet. UHS total autopsies: 5 in February 2004 Rate of eligible deaths without autopsy request: 77.8% % of non-Medical Examiner cases at UH autopsied: 19.2%	For informational purposes only	(Open) Dr. Fowler

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		<b>2. ACGME RRC Correspondence</b>		
	4	Dr. Bready reported that the Clinical Neurophysiology program received a 3-year continued accreditation cycle with warning.	For informational purposes only	Action Plan (Dr. Szabo) for April
	4	Dr. Bready reported that the Family Practice program in McAllen received a 3-year accreditation cycle with 10 citations.	For informational purposes only	Action Plan (Dr. Trevino) for April
	4	Dr. Bready announced the Child and Adolescent Psychiatry program will have a site visit on May 12, 2004.	For informational purposes only	Dr. Matthews
	4	Dr. Bready announced the Neuroradiology program will have a site visit on May 13, 2004.	For informational purposes only	Dr. Bazan
		<b>3. UHS Report:</b>		
	3	Michelle Ingram, RN, asked the committee to review the JCAHO-approved abbreviations list for pharmacy orders. This list was effective February 23, 2004.	For informational purposes only	
	3	James Rogers, MD, announced that Doctor's Day is Wednesday, March 31, 2004. UHS will sponsor a reception in the Foundation Room from 4-6pm to honor the Doctors.	For informational purposes only	
	3	Dr. Rogers also announced that new residents must have their physicals and immunizations completed before attending orientation on June 24, 2004.	Program directors and coordinators to work to inform new residents	
	3	Dr. Rogers stated that there are no changes in the funded allotments from last year. Program Directors must advise Betty Flowers if their programs do not expect to fill all of their allotted positions.	Program Directors to contact UH Professional Services	
		<b>4. VA Report:</b>		
	<b>3</b>	Dr. Chung announced that the quarterly Chief Resident's luncheon will be held on April 23, 2004.	For informational purposes only	
		<b>5. SAUSHEC Report:</b>		
	3	Mr. Boggs announced that the Wilford Hall JCAHO Visit will take place next week.	For informational purposes only	
		<b>6. CHRISTUS Santa Rosa Report – No Report</b>		
		<b>7. Announcements:</b>		
	2, 3	Dr. Bready announced that Dr. William Plested, Chair of the AMA Board of Trustees, will address the BCMS on March 24, 2004, at 7:00pm. A presentation about the AMA's role in addressing GME funding to a small group of HSC leadership is planned for the afternoon of March 24, 2004.	For informational purposes only	Details to follow by e-mail (Dr. Bready)
		Dr. Bready announced that the NIH is offering travel awards to residents and fellows for the Annual Convention and Scientific Assembly of the National Medical Association in San Diego, CA, July 31-August 5, 2004.	For informational purposes only	
	6	Dr. Bready announced that the Southern Medical Association and the AAMC's Southern Group on Educational Affairs are sponsoring a free program on April	For informational purposes only	

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		15, 2004, at the Savannah Hyatt Regency Hotel in Savannah, Georgia. This program will provide a forum for representatives from the SMA and SGEA to collaborate and share information to help residency programs meet the requirements for implementing and assessing the ACGME's General competencies and for improving Graduate Medical Education.		
	3	GMEC meetings will be at 4:00 p.m. in Room J-114 at the VA Hospital on: April 13, 2004      May 11, 2004      June 8, 2004      July 13, 2004	For informational purposes only.	
<b>5. Adjournment</b>		The meeting was adjourned at 5:13 p.m.		