

GRADUATE MEDICAL EDUCATION COMMITTEE

Minutes
March 8, 2005

Approved by: _____
Lois L. Bready, M.D., Chair

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

	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, March 8, 2005, at 4:00 p.m. in Room J 114, VA Hospital. In Dr. Bready's absence, Dr. Chung 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 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 February 8, 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. Raymond Chung for Dr. Lois Bready (ill)		
	1	Dr. Chung reminded the Committee that all ACGME-accredited programs are obligated to follow the rules set forth by the NRMP.	For informational purposes only	Open (Dr. Bready)
	1, 4	Dr. Chung discussed the ACGME Resident Survey reports. Dr. Peel reminded the group that the GME office has a presentation on the Duty Hours Survey available.	For informational purposes only	Open (Dr. Bready)
	1, 7	Dr. Chung reviewed the Guidelines for J-1 and H-1B1 Residents information in the agenda packets with the Committee.	For informational purposes only	Open (Dr. Bready)
	3	Dr. Chung asked the Committee to read the revisions to the mental and physical health questions on the PIT application that were submitted by the TSBME.	For informational purposes only	Open (Dr. Bready)
	1	Dr. Chung asked the Committee to review the Program Oversight Table.	For informational purposes only	Open (Dr. Bready)
		b. Internal Review Subcommittee – Dr. Nolan		
		Nothing to report.		Open (Dr. Nolan)
		c. Working Environment Subcommittee – Dr. Carlisle		
		Nothing to report.		Open (Dr. Carlisle)
		d. General Competencies Subcommittee – Dr. Peel		
	6	Dr. Peel announced that she is attempting to schedule the reoccurring GC subcommittee meeting.	For informational purposes only	Open (Dr. Peel)
		e. Resident Duty Hours Subcommittee – Dr. Crawford/Dr. Baruch-Bienen		
	4	In Dr. Baruch-Bienen's absence, Dr. Peel presented a draft version of the duty hours violation map.	For informational purposes only	Open (Dr. Crawford)
		f. Resident Supervision Committee – Dr. Chung		
	5	Dr. Chung announced the following supervision policies for review with no changes: Internal Medicine-RAHC, Family Practice-McAllen, and Internal Medicine-San Antonio	Policies approved by GMEC.	Open (Dr. Chung)
		g. Resident Tracking Software Subcommittee – Dr. Erikson & Ms. Wendy Breton		
		Nothing to report.	For informational purposes only	Open (Dr. Erikson)
		h. Resident Allocation Subcommittee (ad hoc) – Dr. Rosende		
	2	Dr. Rosende presented the Psychiatry request for additional positions.	Request approved by GMEC.	Open (Dr. Rosende)

		i. Housestaff Council – Dr. Hopkins		
	1	The Welcome Picnic for new residents will be held on Saturday, June 25 th at Fiesta Texas. The next Housestaff Council meeting (bi-monthly) will be on March 8 th at 5:30pm.	For informational purposes only	Open (Dr. Hopkins)
		2. ACGME RRC Correspondence		
	10	ACGME has approved the Plastic Surgery program director.	For informational purposes only	Open (Dr. Bready)
		3. UHS Report:		
	7	Betty Flowers reported that there has been a failure of some residents obtaining their PIT permits due to incomplete applications.	For informational purposes only	
		4. VA Report: No Report		
		5. SAUSHEC Report:		
	3	Dr. Roscelli introduced Dr. Ted Parsons as his replacement as Dean of SAUSHEC effective June 1, 2005.	For informational purposes only	
		6. CHRISTUS Santa Rosa Report – No Report		
		7. Announcements:		
	10	Dr. Chung asked the Committee to review the ACGMe-Bulletin in the agenda packet.	For informational purposes only	
	3	Dr. Chung announced a Patient Safety Curriculum Workshop will occur on April 5-7, 2005. Information is in the agenda packet.	For informational purposes only	
		Dr. Peel announced abstracts are being requested for the Southern Medical Association's meeting.		
	b	GMEC meetings will be at 4:00 p.m. in Room J-114 at the VA Hospital on: April 12, 2005 May 10, 2005 June 14, 2005 July 12, 2005 August 9, 2005 Sept. 13, 2005 October 11, 2005 Nov. 15, 2005		
5. Adjournment		The meeting was adjourned at 4:29 p.m.		