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National Capital Consortium

UNIFORMED SERVICES UNIVERSITY
OF THE HEALTH SCIENCES
F. EDWARD HÉBERT SCHOOL OF MEDICINE
4301 JONES BRIDGE ROAD
BETHESDA, MARYLAND 20814-4799

GRADUATE MEDICAL EDUCATION COMMITTEE MEETING

4 August 2004, 1500 Hours

Board of Regents Room, D3001, USUHS

OPEN SESSION MINUTES

The National Capital Consortium Graduate Medical Education Committee met Wednesday, 4 August 2004 at 1500 hours. COL Nace, MC, USA, Director of Medical Education, WRAMC, Chaired the meeting. A quorum was present.

OLD BUSINESS:

Approval of Minutes: The minutes from the 7 July 2004 NCC GMEC were approved as written.

- IV.B.10.e Program Director Searches:** The following are a list of the ongoing NCC Program Director searches: **NCC Otolaryngology** (Opened 30 April 04) pending receipt of USA SG applicants; **WRAMC IM Nephrology** (Opened 5/05/04) search committee convening; **Family Practice, MGMC** (Opened 6/07/04) Pending BOD approval for Search Committee; **Radiology** (Open July) Pending BOD approval for Search Committee; **Body Imaging** (Open July) Pending BOD approval for Search Committee.

NEW BUSINESS:

- IV.B.1. Resident Representative Issues:** CPT Kevin Woods, MC, USA, WRAMC Representative, MAJ Christian Meko, MC, USA, DACH Representative, LT Rupa Dainer, MC, USN, NNMC Representative were present. Capt Julie Freilino, USAF, MC, MGMC Representative, was on TDY. No new issues were raised.

Committee Responsibilities:

Report of the Internal Review Subcommittee: Dr. Gunderson reported on behalf of the subcommittee. (Attachment 1)

- IV.B.11 Internal Reviews:** Dr. Gunderson provided a table that identified the scheduled reviews for the months April through November 2004, which is included in Attachment 1.

Responses from previous reviews were presented and discussed. The Endocrinology Fellowship program response was accepted by the Subcommittee. The Hematology-Oncology Fellowship was reviewed and will require further discussion of the Subcommittee. The response will be presented at the next GME. Full assessments are included in the Subcommittee report attached to the original minutes.

- V.B.4.a ACGME Correspondence:**

ACGME Annual Update: The Committee was reminded that their Annual Updates are to be

completed by 9 August 2004. The NCC Administrator reminded the PDs that it is important to complete these updates in a timely and accurate fashion, as this information will be downloaded as part of the Annual BOD Survey Report.

IV.B.8 Letter of Accreditation: The Reproductive Endocrinology program received a 5-year accreditation from the American Board of Gynecology. A copy of the letter will be forwarded to the NCC Administrative Office.

IV.B.10.b Increase in Resident Complement: The Dermatology program requested, on 13 May 2004, that the RRC approve another temporary increase of one resident for the July 2005 training year. This would bring the approved number of positions for 2005-2006 to 18, with a complement of 6 residents per year. The Subcommittee reviewed and approved this request.

The GMEC unanimously voted to accept the report of the Subcommittee.

IV.B.6 Core Curriculum Workgroup: COL Adair announced that on the AMA on their website and as part of their Virtual Mentor column, has provided several good training programs. This month's topic covered the professionalism competencies, which the ACGME has highlighted for this year. Programs may wish to review the AMA virtual mentor page, as the topics change every month and you can research the archives.

The next Core Curriculum Workgroup will meet September 1 at 1400 in the Board of Regents Room, D3001, USUHS. All interested volunteers are welcome.

IV.B.3 MOUs: Reminder that all new proposals should identify additional funding requirements, including anticipated TDY expenses.

- **NNMC Dermatology Proposed Agreement with Maryland Cancer Specialists:** This is a one-time only elective agreement that would allow an NCC Dermatology trainee to participate in a one month rotation (October 1 -31, 2004)- COL George Turiansky, MC, USA
- **NNMC Transitional Program Proposed Agreement with AFIP:** This is an elective standing rotation – CDR Elizabeth McGuigan, MC, USN
- **Georgetown University Proposed Agreement with NCC Diagnostic Radiology:** This is a standing agreement that would allow Georgetown residents to participate in a musculoskeletal rotation at NNMC. This opportunity will not adversely impact on the training of NCC residents- CAPT Donald Flemming, MC, USN
- **George Washington University Medical Center proposed Agreement with the NCC Allergy Program:** This is a one-time only elective agreement that would allow an Internal Medicine trainee from GWUMC to receive training at the NCC Allergy program. This opportunity will not adversely impact on the training of NCC fellows. – COL Bryan Martin, MC, USA
- **NCC IM Gastroenterology Fellowship Proposed Agreement with University of Maryland Gastroenterology Service.** This is a one-time only 9 month advanced endoscopy rotation (7/1/05) for a NCC GI trainee.- MAJ Inku Hwang, MC, USA
- **NCC Hand Surgery Fellowship Proposed MUC rotation with MEDRETE in Honduras:** This is an annual mission sponsored out of the Great Plains Region, staffed by trained hand surgeons, and is a major part of MUC. Trainees are placed on “Tasking” orders from respective their commands. As in any overseas mission, SouthCom must approve, MEDRETE must provide authority, credentialing, and funding. – COL Gerald Farber, MC, USA

All MOU proposals were reviewed and approved by the Committee without objection.

IV.B.2

FY 2005 Proposed Program IPOT Expenditure Submission: The NCC Administrator thanked all PDs for their submission. She noted that there are a handful of programs did not comply with the suspense date. The Executive Committee will meet on 6 August to review the final submission to the Board of Directors. It is extremely important that the submissions truly reflect the program IPOT needs as the AD will present the proposal of funding standardization to the Board in hopes that this will assist the PDs with effectively funding the requirements of their trainees, in particular WRAMC. A member inquired about the approval of the online evaluation program Myevaluation.com. This program is an effective and affordable evaluation tracking system that can be used by the NCC programs to assist with the administrative requirements of running a program. The Executive Committee will review this request at the meeting. If approved the anticipated cost will be added to the IPOT as an operational requirement, and the NCC staff will process a contract request through the USUHS Contracting office.

Information Items:

WRAMC House Staff Council Meeting: COL Nace announced that then next House Staff Council meeting will be held at 0630 on 18 August 2004, in the Regimental Dining Room, WRAMC.

Reminder FY 2004 Financial Transaction Cutoff Dates: The GME/NCC office is asking that all integrated program directors be in full compliance with the dates listed below. We will not be able to authorize any financial or contractual transaction request after these dates without serious justification.

<u>Amount</u>	<u>Deadline</u>
Less than 2,500 that require a purchase order	6 August 2004
Less than 2,500 – that needs to be paid by check	10 September 2004
Travel Orders and Local Travel Claims	13 September 2004
Last date for Credit Card payments	17 September 2004

Items from the floor:

Torture Essay: A member noted concern about an essay that is being distributed online, through the AMA, regarding the torture of the Iraq prisoners. This essay is a concern because it specifically questions the ethics and professionalism of military healthcare providers. The member feels that the leadership should respond to these inaccurate claims before the ACGME or anyone else considers this information to be a factual representation of our training or how the military conducts business. No other members present had received the essay. COL Nace advised that this concern would be raised at the upcoming Executive Committee meeting.

Physical Fitness Test: The WRAMC Intern Physical Fitness Test will be conducted on 22 September 2004.

Mandatory Cooperative Group Trials: The Pediatric Fellowship programs reported that they are unable to get any of their Cooperative Group Trials approved through the DCI at WRAMC. They require their fellows to participate in group trials as part of their program and this obstruction for approval is affecting their program. It was noted by several members that the MCI was created to facilitate and support this type of research. However, this resource is impossible to tap into because of the continued lack of approval by the DCI at WRAMC. COL Nace concurred with the concern of the members and will bring this issue up at the next Executive Committee meeting.

The meeting adjourned at 1600 and a closed session followed.

The next meeting of the NCC/GMEC will be 1 September 2004, 1500 hours, Board of Regents, D3001, USUHS.

Howard E. Fauver, Jr., M.D.
Administrative Director

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Directory: C:\transfer\gme
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Title: GRADUATE MEDICAL EDUCATION COMMITTEE
MEETING
Subject:
Author: mcoley
Keywords:
Comments:
Creation Date: 8/6/2004 7:31 AM
Change Number: 8
Last Saved On: 8/6/2004 8:55 AM
Last Saved By: mclampitt
Total Editing Time: 84 Minutes
Last Printed On: 8/26/2004 2:54 PM
As of Last Complete Printing
Number of Pages: 4
Number of Words: 1,345 (approx.)
Number of Characters: 7,668 (approx.)