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UNIFORMED SERVICES UNIVERSITY
OF THE HEALTH SCIENCES
F. EDWARD HÉBERT SCHOOL OF MEDICINE
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GRADUATE MEDICAL EDUCATION COMMITTEE MEETING
2 April 2003, 1500 Hours
Lecture Room B, Building A, USUHS
OPEN SESSION

The National Capital Consortium Graduate Medical Education Committee met Wednesday, 2 April 2003 at 1500 hours. A quorum was present.

OLD BUSINESS:

Approval of Minutes: The minutes from the 12 March 2003 NCC GMEC were distributed via electronic submission. In the absence of additions and corrections, the minutes will be approved as written.

3.b **Program Director Searches:** There are two on-going Program Director searches, Diagnostic Laboratory / Immunology at WRAMC and Internal Medicine at NNMC. The Administrative Director (AD) announced that MAJ Swanberg, MC, USA, will be serving as Associate Program Director for the
3.h Neurology Residency program.

3.f **Work Hours:** The AD reminded the Committee that requests for a 10% extension of the 80-hour work week must come through the GMEC prior to submission to the RRC.

3.d **NEW BUSINESS:**

Resident Representative Issues: There were no issues raised by the representatives.

Committee Responsibilities:

Report of the Internal Review Subcommittee: Dr. Gunderson reported on behalf of the subcommittee (Attachment 1). A revised Internal Review Subcommittee report from the March meeting was approved by the committee and is appended to the original minutes.

3.c Neurophysiology, NIH, Internal Review was reviewed and discussed. A full assessment is included in the Subcommittee report attached to the original minutes. Some issues were addressed and the Subcommittee recommends that the Program Director respond to the Subcommittees' concerns on or before 23 June 2003.

Malcolm Grow Transitional will be inserted into the Subcommittee's schedule for review this year. LTC Nace volunteered to Chair the Committee.

3.i
3.h The Internal Review Subcommittee is currently tracking ten on-going reviews and six internal reviews have been completed. All Internal Review Committees have an assigned Chair through the month of June 2003.

ACGME Correspondence: CAPT Lippert submitted an amended memorandum to Dr. Nestler that fully addressed and responded to the concerns of the RRC. The memorandum was accepted by the Committee.

The GMEC voted to accept the report of the Subcommittee, including the amendments noted above. The reports will be attached to the original minutes

3.b Core Curriculum Workgroup: The Core Curriculum Workgroup Chairperson, COL Adair announced that the group will meet 1400 hrs on Wednesday, May 7, 2003.

3.b Program Submissions for the 80-hour Exemption: The Administrative Director (AD) presented two submitted program requests for the 80-hour Exemption from the Vascular Surgery and the WRAMC Orthopaedic residency programs. The Committee discussed the submissions at great length addressing resident members concerns that a continual increase in hours without compelling reasons would defeat the safe guard of the 80-hour work week. The AD noted that the 88 hour increase is on an average basis and for specialty programs such as surgery would provide an opportunity for residents to participate in the continuity of care. The goal is still to maintain an 80 hour work week and that the additional 8 would provide flexibility for residents and that program directors will use it appropriately for continuity of care is optimum.

The Committee voted for approval of the submitted requests (Approval-29, Non-Approval-1, Abstention-1).

3.c Life of an MOU: The AD reminded the Members of the process for requesting MOUs, detailing the chronology of events prior to an MOU becoming fully executed. A hand-out that outlined the procedures was presented to the Committee members. Members discussed the delayed response time from the USUHS Agreements Manager. It was noted that this position is on a part-time basis and that the best way that the NCC staff could assist would be to copy the NCC Administrator on correspondence so that she could assist in the tracking of the MOUs. Program Directors should allow for ample time when initiating MOUs due to the many facets of the process.

Memorandums of Understanding:

The following represents MOUs are either renewals of pre-existing agreements, or newly initiated MOUs that are necessary for trainees to receive appropriate exposure and experience in specific areas as required by the RRCs.

- Occupational & Environmental Medicine & Department of Energy
- Occupational & Environmental Medicine & US Army Brooke Medical Center, TX
- Occupational & Environmental Medicine & Malcolm Grow Medical Center, MD
- Anesthesia & R. Adams Cowley Shock Trauma Center, MD
- Psychiatry & Landstuhl Regional Medical Center, Germany
- Psychiatry & Guthrie Ambulatory Army Health Clinic, Fort Drum, NY
- Psychiatry & USA MEDDAC, Fort Campbell, KY
- Psychiatry & Army Mental Health Clinic, Schofield Barracks, HI
- Psychiatry & Heidelberg MEDDAC, Germany

The NCC/GME Committee voted to approve these agreements without objections (Approval-30, Abstention-1)

New Institutional Requirements:

HIPAA Compliance: The NCC GME Administrative office has obtained approximately two-thirds of the "Business Associate Agreements (BAA)" from all NCC training affiliates. The ACGME dead-line is 14 April 2003. Dr. Thornberg, Deputy Assistant Secretary of Defense for Clinical and Program Policy has requested that the NCC provide an accurate list of all completed BAA by 10 April 2003. DoD will cover all military institutions and sites. The NCC Administrative staff continues to work with our affiliates in order to obtain the remaining outstanding BAAs in order to be in full compliance with the ACGME regulation.

Board of Directors: The Board of Directors will meet on 21 April 2003, 1300 hours, Board of Regents, USUHS. Program Directors are encouraged to attend.

Information Items:

COL Nace announced that the NNMC/WRAMC Resident Graduation will be held on 20 June 2003, on the 19th practice will be held. There is no speaker at this time.

Names of all the graduates need to be e-mail to Susan Reed by 25 April 2003.

The ACGME has new telephone numbers. The update can be found on their web page.

The NCC Administration Office has moved back into a newly renovated office. The telephone numbers have changed. Please refer to the handout reflecting these changes. Additionally, they will be updated on the NCC web page.

Dr. Grieger discussed issues that concerned him regarding his request to the Psychiatry consultant regarding why his resident numbers are below the minimum ACGME recommends. Dr. Grieger solicited assistance on how to address the issue and believed that having the minimum critical mass of residents was not in the best interest of the program. COL Nace stated that COL Raines has a meeting at WRAMC and that Dr. Grieger may be able to meet with her to discuss his concerns further. LTC Nace recommended that Dr. Grieger contact Mrs. Avis Buckner, WRAMC, to make an appointment.

The meeting adjourned at 1615. The next meeting of the NCC/GMEC will be 7 May 2003, 1500 hours, Board of Regents Room D3001 USUHS.

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