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National Capital Consortium

UNIFORMED SERVICES UNIVERSITY
OF THE HEALTH SCIENCES
F. EDWARD HÉBERT SCHOOL OF MEDICINE
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GRADUATE MEDICAL EDUCATION COMMITTEE MEETING 06 October 2004, 1500 Hours Board of Regents, USUHS, Room D3001

OPEN SESSION MINUTES

The National Capital Consortium Graduate Medical Education Committee met Wednesday, 10 March 2004 at 1500 hours. A quorum was present.

OLD BUSINESS:

Approval of Minutes: The minutes from the 01 September 2004 NCC GMEC were approved as written.

- IV.B.10.e Program Director Searches:** The Administrative Director (AD) informed the GMEC of the following ongoing NCC Program Director searches: Radiology nominees from the services have been received and we are awaiting approval of the search committee. Body Imaging (Opened July) pending committee nominees and WRAMC Ophthalmology (Opened September) nominees solicited from the Army SG. A search is also being initiated for the integrated NCC pathology program.

The selections for the NCC Program Directors are as follows: **NCC WRAMC Nephrology** appointed LTC Erin Bohlen, MC, USA; **NCC Otolaryngology** appointed CDR Martin Sorensen, MC, USN; **Family Practice MGMC** appointed Col Robert Manaker, MC, USAF, effective date pending his assignment; **NCC Family Practice Sports Medicine** appointed LTC Fred Brennan, effective 1 September 2004. The Committee voted without objection to approve the selections. Congratulations on their selection.

Myevaluation software: The Board of Directors approved MIPRS to fund the software and funding is expected shortly. The USUHS Contracting Office will assist with the development and negotiation of a contract that will support up to 600 residents. The program is an effective and affordable evaluation tracking system that can be used by the NCC programs to assist with the administrative requirements of managing the task of tracking work hours, developing evaluations, and can provide an accountability trail for multiple sites. The AD suggested the Program Directors let their current contracts expire so they may be picked up under the NCC funded contract once it is in place.

NEW BUSINESS:

- IV.B.1. Resident Representative Issues:** Representatives CPT Kevin Woods, MC, USA, WRAMC, and

Committee Responsibilities:

IV.B.11 Report of the Internal Review Subcommittee: Dr. Gunderson reported on behalf of the subcommittee. (Attachment 1)

The Program Director for the NNMC General Surgery Residency Program submitted a satisfactory report to the Subcommittee addressing the concerns that were raised during its Internal Review. Since their Internal Review the issues have been resolved. The Subcommittee recommended acceptance of the report.

A targeted Checklist has been prepared for the January 05, Internal Review of the Hematology/Oncology Program and will be circulated electronically to the GMEC for review and approval.

ACGME Correspondence:

Site Visit Date Change: The NCC received a memorandum from the ACGME notifying them that the Family Practice Sports Medicine Program Director's request to transfer the date of their site visit to 11/10/2004 was approved.

IV.B.8 The Neurological Surgery Program received a 5-year accreditation from the ACGME. The NNMC Transitional year program received an unofficial notice of a 5-year accreditation.

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

IV.B.6. Core Curriculum Committee: COL Adair invited and encouraged all interested to attend and participate in the next meeting on 3 Nov 04, 2:00 p.m., in the Board of Regents.

IV.B.3. MOUs: The following represents MOUs that 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.

- LTC Argyros requested approval for the WRAMC Internal Medicine proposed agreement with Montgomery Hospice for second year residents to rotate 2 half days twice a month.
- Anesthesia Pain Management with Johns Hopkins Medical Institutes Dr. Fauver discussed the agreement in the absence of Dr Schiffer.
- LTC Brennan requested an approval for a three-week rotation for a Sports Medicine Fellowship with the University of Utah – one time agreement with Red Butte Sports Medicine Clinic.

The GMEC approved All agreements.

IV.B.2 Information Items:

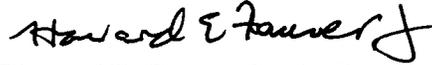
FY05 Budget Submission: The following projected expenditures for the FY05 were approved: Accreditation fees for all programs; In-service examination fees for integrated programs; Visiting Professor fees, a request must be submitted and approved prior to the visit; PD Association dues, the PD membership must be in the name of the NCC; One PD meeting related to the program and funding for the Associate PD to attend the meeting at the same time; funding for a Program Administrator or Coordinator to attend a meeting relating to the conduct of the program; funding

for cadavers; software; Funding for a PhD position; continued funding for the Program Analyst Position currently occupied by Ms Lavonda Dunn-Williams; and funding for military unique training experiences. Ms Dunn-Williams will be sending out a printout listing what the consortium will fund for each program.

Items From the Floor: None.

The meeting adjourned at 1600 and no closed session followed.

The next meeting of the NCC/GMEC will be November 3, 2004, 1500 hours, Board of Regents Room, Building D, 3rd Floor, USUHS.



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