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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**  
**1 October 2003, 1500 Hours**  
**Board of Regents, USUHS, Room D3001**  
**OPEN SESSION**

The National Capital Consortium Graduate Medical Education Committee met Wednesday, 1 October 2003 at 1500 hours. A quorum was present.

**OLD BUSINESS:**

**Approval of Minutes:** The minutes from the 3 September 2003 NCC GMEC were approved as written.

4.B.10.e

**Program Director Searches:** The Administrative Director (AD) reminded the GMEC that the DACH Sports Medicine and Family Practice Program Director positions will open in the summer of 2004. The Administrative Director (AD) informed the GMEC that a search for a new Program Director in the NNMC Body Imaging Fellowship and the Transitional Program have been initiated. The NNMC Orthopaedic search committee has met and should be forwarding their recommendation for Program Director soon. The Radiation Oncology search committee has also completed deliberations and forwarded a recommendation to the Board of Directors.

4.B.4.b

**Work Hours:** The AD reminded all Program Directors that they need to comply with the new program requirements and inquired if anyone was experiencing difficulty with compliance. A member commented that the Medicine inpatient has experienced a problem with the turn over and remaining in compliance with the 80 hour rule. The interns seem to be unable to finish their rotation and turn over before the 24 hour clock time has expired. Another member emphasized that 24 hour period starts at the time of clock out and not at the time that the resident awakes the next morning. The Navy Resident Representative noted that everyone appears to be trying hard and most are in compliance. Additionally, she inquired as to what system will be in place to monitor the 80 work week. The AD noted that currently many programs are maintaining hard copy time records but the NCC is moving toward establishing an on-line system.

IV.B.1.

**NEW BUSINESS:**

IV.B.11

**Resident Representative Issues:** The representatives from WRAMC, and NNMC were in attendance. No new issues were raised.

**Committee Responsibilities:**

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

No reviews were conducted. The Chairman of the Internal Review Subcommittee advised the Committee that under normal circumstances deferment of an IR is not approved without strong justification. Having most of the staff deployed to war meets the requirement for strong justification

and the Vascular Surgery IR has been rescheduled for January 2004. Their next RRC visit is scheduled for 2005. The Clinical Laboratory Immunology IR will be scheduled pending the nomination of the Chairman.

- 4.B.8 The Cardiology program submitted timely and satisfactory responses to the Subcommittee's concerns regarding financial support and space that were noted during their Internal Review. The Subcommittee recommends the acceptance of the report and recommends that Program Directors who are experiencing similar issues attend the next Board of Directors meeting that is scheduled for 5 November 2003.

#### **ACGME Correspondence:**

Congratulations was extended to the Thoracic Surgery Program as it has received a five-year full accreditation. However, the Subcommittee has asked that the Program Director program to provide a progress report to Subcommittee by 23 January 2004 addressing the four areas of concern noted by the RRC.

The following programs have up coming site visits:

- 4.B.6. • Internal Medicine 7 October 2003
- Pulmonary /CC Medicine 8 October 2003
- Nephrology 9 October 2003
- 4.B.1. • Rheumatology 21 October 2003
- Critical Care Medicine 22 October 2003
- Infectious Disease 23 October 2003

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

**Core Curriculum Workgroup:** The Core Curriculum Workgroup will meet prior to the next GMEC meeting. Colonel Carol Adair, is still requesting for volunteers to serve on the committee

- 4.B.3. **NCC Annual Report:** The Administrative Director informed the committee that a web-based version of the survey is available by accessing the NCC web at <http://www.usuhs.mil/gme>. Additionally, he stressed that the annual report is an institutional requirement and used to monitor the progress of the programs and their compliance with the new ACGME Common Program Requirements. The AD noted that several Annual Reports remain delinquent and requested that the Program Directors submit their reports ASAP. If the NCC/GME does not have all of their programs and annual reports up to date the ACGME can withdraw the NCC accreditation via an administrative action. The NCC will be presenting the NCC Annual Report to the Board of Directors at the November meeting.

- 4.B.2. **NCC Faculty Development Training:** Dr. Lopreiato provided an overview of the popular NCC Program Director Faculty Development to be held at the NCA Simulation Center on January 17 - 23, 2004. Additionally, in order to target specific issues regarding the new ACGME core competencies, he requested the Program Directors to complete the straw poll survey that he handed out prior to the meeting. He will make this survey available electronically in order to reach all NCC Program Directors.

The AD noted that the seats are full and the NCC administrative staff is now taking names for a waiting list. If anyone is interested in attending, please forward the names to the AD via the NCC Administrator, Ms. Michelle Clampitt at [mclampitt@usuhs.mil](mailto:mclampitt@usuhs.mil)

- 4.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.

NCC Neurology Program and New York University School of Medicine (one time only) agreement proposal was presented by CDR McKenna.

The NCC/GME Committee voted to approve these agreement without objections.

The AD reminded the Program Directors that any special funding issues should be detailed under the funding heading of the proposal worksheet. Any submission that does not address funding will require clarification prior to completing the proposal. Please allow ample time for completion when initiating MOUs due to the many facets of the process

**JSGMEB Faculty Development Training:** The AD announced that the Faculty Development Course for the JSGMEB will be held, Monday, December 1 at 0730-1600. This year's event will be in a conference format vice a series of panels. Everyone is strongly encouraged to attend. It is mandatory that all Army Program Directors and Chairs be in attendance.

Specialty night this year is scheduled to be held at the meeting hotel. The Administrative Director informed the Members that their concerns were voiced to the JSGMEB. However, the Selection Board wishes to continue with their original plans to hold it at the meeting hotel and if problems arise will consider an alternate location for next years event..

**Information Items:**

Congratulation to Dr. Satin. He has been selected as the new Chairman of OB/GYN.

COL Argyros raised the issue of rotating the GMEC meetings through two of the main NCC institutions (USUHS and WRAMC) in order to provide easier accessability, at least part of the time, to those members who are from MGMC and WRAMC. Another member stated that teleconferencing might resolve all issues and increase the attendance for the GMEC. The AD took note of these requests and will consider them for the future.

The meeting adjourned at 1600 and a closed session followed.

The next meeting of the NCC/GMEC will be 5 November 2003, 1500 hours, Board of Regents Room, Building D, 3<sup>rd</sup> Floor, USUHS.

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

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