

Graduate Medical Education

January 2008 Updates

The most accurate and current information will be posted on the GME web site at:
<http://www.med.umn.edu/gme/>

FTE Allocation

GME Administration is working with departments/programs on the 2008/2009 FTE Allocation process. MMCGME Services role is to provide FTE data (reports and interpretation) from RMS to GME Admin and our departments/programs to assist us in this process.

This data helps us all understand current (2007/2008) and past (2006/2007) FTE utilization based on data from RMS.

A handout will be distributed at the coordinator meeting. This topic will be discussed with the GMEC at their January 22nd meeting and additional meetings will be scheduled with departments/centers as we move through the process.

Residency/Fellowship Agreements

All Residency/Fellowship Agreements for academic year 2008-2009 have been posted to the GME web site. The current 2007-2008 agreements will be available on the GME web site until June 2008. Agreements are at:

<http://www.med.umn.edu/gme/directors/forms2.html>

All agreements should be signed and submitted to Emily Jordan **before June 30, 2008**. If you have questions/concerns, please contact Emily at jorda042@umn.edu or 625-8284.

Stipends

The 08-09 stipends are posted to the GME web site:

<http://www.med.umn.edu/gme/directors/finance.html>

Duty Hour Monitoring at the Institution Level

In accordance with ACGME Institution Requirements GME Administration will monitor

resident and fellow duty hours using reports from RMS. The information gathered is based on the data the residents and fellows are entering on a daily basis. GME Admin will run reports on data submitted for October each year. The reports will be run after the November RMS lockdown date set by MMCGME Services to ensure the most accurate reporting. GME Admin will review the reports and send an email to programs outlining any areas of noncompliance found. Programs will be required to report back to the GMEC at the date specified in the email. Programs with numerous violations will be reviewed again in March. Reports will be run for those programs after the RMS lockdown in April and reported. Again emails will be sent out to programs with recurring violations and the response will be reported back to the GMEC.

Programs are encouraged to meet with their trainees to work out whether the violations are true problems with a call schedule or rotation or if there are errors in reporting.

This will be discussed at the January GMEC meeting. Programs will be receiving their reports via email soon. Those programs with violations will be asked to report back at the February 2008 GMEC meeting. Please note that this year we looked at September 2007 instead of October 2007. Questions can be directed to Lori Payne at lori@umn.edu or by phone at 626-3479.

Duty Hour Monitoring at the Program Level

Stephanie Schaffer, RMS Superuser for the SOUP Center, demonstrated several analysis reports she runs on each of her trainees to track their duty hours. Stephanie will provide samples to anyone asking to see such reports. Questions should be directed to Stephanie at sriedel@umn.edu or 612-626-4959.

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ACGME Annual Accreditation Fee Increase

The ACGME has notified institutions that a fee increase has been approved for the 2008-2009 academic year (Invoice date: January 2009). The new fees will be:

\$4,000 for programs with more than 5 residents (up from \$3,500); \$3,200 for programs with 5 or fewer residents (up from \$2,750); and \$4,650 for applications for new programs (up from \$4,000). Note: This also applies to programs seeking re-accreditation following any withdrawal status.

This is the first fee increase since 2005.

Questions can be directed to Carla Nelson at nelso081@umn.edu; 625-7634.

VISAS

January issue of ECFMG EXTRA newsletter now available on GME website.

important J-1 visa application information is included in this month's newsletter—please read

Online:

<http://www.med.umn.edu/gme/residents/international.html>

Contact:

Erica King:4-9641; king0367@umn.edu

MMCGME Update

**December 2007 month end close is Tuesday, January 8, 2008 at 5pm.

MMCGME Services is continuing to review resident/fellow schedules for calendar year 2007. Items that we are looking for are in the monthly checklist including:

- Reviewing monthly hour totals to ensure that time has been logged and approved by residents
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- Checking the Block Schedule to make sure there are no gaps for 2007
- Reviewing any Time Away that will extend a resident/fellow's training to make sure there is a Time Away-Extends rotation and that program dates are accurate

The MMCGME team demonstrated how to attach a file to a resident/fellow record in RMS. This functionality can be used to attach the Verification of Training form to the resident/fellow record.

GME Manager Update

The GME Managers in collaboration with GME Admin developed a draft policy on Paid Time Off (PTO). The draft policy and discussion document will be used as the draft policy is presented to various audiences. The GME Managers intend to implement the policy for academic year 2008/2009. Please review the draft policy and discussion document for more information. This will be brought to the GMEC at their January 22nd meeting and the Administrative Center Directors at their February 4th meeting.