The Ohio State University College of Medicine

**LSI Part Three Academic Program Committee**Meeting Minutes

Presiding Chair: Dan Cohen, Part 3 Associate APD – Interim chair; Nick Kman, Part 3 Academic Program Director  
Minutes Recorded by: Laura Volk, Program Manager  
Date: 11.16.20  
Location: Zoom  
Call to Order: 4:05 PM  
Adjourned: 5:15 PM

# Member Attendance

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Cohen | Dan | Associate Academic Program Director, Part 3 | X |
| Cooper | Avraham | Faculty Representative, Pulmonology |  |
| Curren | Camilla | Director, Longitudinal Groups | X |
| Davis | Jennifer | Program Manager, Emergency Medicine |  |
| Duncan | Philicia | Program Director, Applied Health Systems Science | X |
| Eapen | Binay | Associate Program Director, Mount Carmel Health System |  |
| Ecklar | Pat | Associate Unit Director, AMRCC-Ambulatory | X |
| Fernandes | Ashley | Program Director, AMRCC | X |
| Horgan | Mike | Program Manager, Evaluation and Assessment | X |
| Khan | Meena | Co-Director, Advanced Competencies/Alternate Experience | X |
| Khandelwal | Sorabh | Assistant Dean, Clinical Science |  |
| Kopechek | Jack | Director, Education Portfolio | X |
| Lacuesta | Nannette | Associate Program Director, OhioHealth |  |
| Leung | Cynthia | Director, Evaluation and Assessment, CT Director- EM | X |
| Lewis | Kristen | Associate Unit Director, AMHBC Mini Internship | X |
| Liao | Nancy | Expert Educator, Pediatrics, CT Director-Pediatrics | X |
| Lindsey | David | Expert Educator, General Surgery, CT Director- General Surgery | X |
| Liston | Beth | Expert Educator, Hospitalist |  |
| Macerollo | Allison | Faculty Representative & Clinical Track Director, Family Medicine |  |
| Malone | Matthew | Expert Educator, Emergency Medicine | X |
| McCallister | Jennifer | Associate Dean for Medical Education |  |
| Myers | Michelle | Program Manager, Longitudinal Components |  |
| Rundell | Kristen | Associate Unit Director, AMRCC Chronic Care |  |
| San Miguel | Christopher | Associate Unit Director, AMHBC EM | X |
| Schaffernocker | Troy | Program Director, AMHBC | X |
| Scherzer | DJ | Expert Educator, Pediatrics | X |
| Shirilla | Nicole | Expert Educator, Internal Medicine |  |
| Splinter | Ansley | Co-Director, Advanced Competencies/Alternate Experience |  |
| Start | Amanda | Director, OCS |  |
| Verbeck | Nichole | Education Specialist, OCS |  |
| Werman | Howard | Faculty Representative, Global Health |  |
| West | Rebecca | Program Coordinator, AMRCC | X |
| Zamaripa | Kelly | Program Coordinator, AMHBC Mini Internship | X |

## Part 3 Academic Program Committee- Clinical Track Directors

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Bondurant | Amber | OB/GYN |  |
| Ganith | Rashmi | Preliminary Internal Medicine |  |
| Grieco | Alex | Radiology |  |
| Marshall | Scarlett | Anesthesiology |  |
| Niedermier | Julie | Psychiatry | X |
| Patel | Chirag | Internal Medicine |  |
| Quick | Adam | Neurology |  |
| Rossetti | Allison | IM/Peds | X |
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|  |  |  |  |

## Part 3 Academic Program Committee- Student Representatives

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| BenanzeaFontem | Belle | Student Representative, Med 4 | X |
| Bishop | Erin | Student Representative, Med 4 |  |
| Gage | Daniel | Student Representative, Med 4 | X |
| Newkirk | Charissa | Student Representative, Med 4 | X |
| Phi | Kenneth | Student Representative, Med 4 | X |
| Ringwald | Bryce | Student Representative, Med 4 | X |
| Taylor | Krista | Student Representative, Med 4 | X |
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## Additional Attendees

| **Name** |
| --- |
| Dawn Watson |
| Phillip Wozniak |
| Sonia Mann |
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## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Meeting Minutes Approval |
| 2 | Old Business/Announcements  -2021 AES Disrupting racism in health science education and research. January 27, 2021, 7:45a-1:30p, Virtual Meeting |
| 3 | AC Proposal |
| 4 | Opioid Curriculum review |
| 5 | New Curricular TLM/Assessment – AMRCC |
| 6 | AMRCC & AMHBC PxDx Quarterly Review |
| 7 | Standing Report |
| 8 | Student Report |

# Item 1: Approval of Meeting Minutes Discussion/Action

1. Minutes from the September meeting were reviewed and approved with one edit; removed “Quarterly” from 3.2.b.

**Item 2: Old Business/Announcements**

No announcements

# Item 3: Advanced Competency Proposal

1. Medical Student Phillip Wozniak presented the AC Proposal, Technology,

Licensing and Health Care Venture Capital

* 1. Takes place within the Corporate Engagement Office at OSU.
  2. Student role would be learning how to appraise scientific and medical research with an eye towards profitability (from research to technology licensing).
  3. Students would review faculty proposals for the Accelerator Award which provides funding over twelve months to allow research faculty at OSU to demonstrate their proof of concept for potential commercialization.
  4. There will be a culminating capstone project.

1. Discussion regarding qualifying as an elective vs AC.

**Action:** The AC was unanimously approved by the committee pending confirmation on the number of students that can be accepted. Dr. Khan will confirm with Director and report back.

# Item 4: Opioid Curriculum Review

1. A. Fernandes reviewed the data from the Survey question asking students to identify one pivotal learning experience that influenced their understanding of opioid use disorder or pain.

a. A variety of rotations/didactics were identified as being OUD significant experiences.

# Item 5: New Curricular TLM/Assessment - AMRCC

1. A. Fernandes presented the AMRCC Covid Contingency plan
   1. Clinical hours for students will continue
   2. Contingency plan to minimize hours if needed and conduct exit interview with preceptor.
2. P. Ecklar is maintaining contact with sites to insure ability to accommodate students.
3. Telehealth is acceptable, but should comprise of no more than 50% of the experience.
4. The ability to complete TBLs and the exam virtually is being explored.

# Item 6: AMRCC & AMHBC PxDx Quarterly Review

1. K. Zamaripa reviewed the PxDx tracking in Vitals for AMHBC.
2. R. West reviewed PxDx for AMRCC.
3. Reminders are sent periodically and all students are on track thus far for both courses.

# Item 7: Standing Report

1. Learning Environment – Three low scores on the Respect question were reported. The faculty lead is following up and will report back.
2. Late Grades – One grade was a day late for block 5. Multiple attempts were made to reach the preceptor without success.

# Item 8: Student Report

1. Most students are on flex right now.
2. The student body is supportive of the AMRCC contingency plans 3. Discussion regarding distribution plans of vaccine to medical students.

4. Additional sessions for ACLS in January are now available. Notification will be sent to all classes.

The Ohio State University College of Medicine

**LSI Part Three Academic Program Committee**Meeting Minutes

Presiding Chair: Nick Kman, Part 3 Program Director  
Minutes Recorded by: Laura Volk, Program Manager  
Date: 2.17.20  
Location: 1167 Graves  
Call to Order: 4:05 PM  
Adjourned: 5:25 PM

# Member Attendance

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Clevenger | Amber | Program Coordinator, AMHBC EM | X |
| Cohen | Dan | Associate Academic Program Director, Part 3 | Phone |
| Curren | Camilla | Director, Longitudinal Groups | X |
| Dell | Mary | Expert Educator, Psychiatry | Phone |
| Eapen | Binay | Associate Program Director, Mount Carmel Health System |  |
| Ecklar | Pat | Associate Unit Director, AMRCC-Ambulatory | X |
| Fernandes | Ashley | Program Director, AMRCC | X |
| Heacock | Allison | Program Director, Applied Health System Sciences |  |
| Horgan | Mike | Program Manager, Evaluation and Assessment | Phone |
| Khan | Meena | Co-Director, Advanced Competencies/Alternate Experience | Phone |
| Khandelwal | Sorabh | Assistant Dean, Clinical Science |  |
| Khurma | Anand | Associate Director, Education Technology, OCS |  |
| Kopechek | Jack | Director, Education Portfolio | Phone |
| Lacuesta | Nannette | Associate Program Director, OhioHealth |  |
| Leung | Cynthia | Director, Evaluation and Assessment, CT Director- EM | X |
| Lewis | Kristen | Associate Unit Director, AMHBC Mini Internship | X |
| Liao | Nancy | Expert Educator, Pediatrics, CT Director-Pediatrics |  |
| Lindsey | David | Expert Educator, General Surgery, CT Director- General Surgery |  |
| Lipps | Jonathan | Expert Educator, Anesthesiology  Faculty Representative, CT Director-Anesthesiology |  |
| Liston | Beth | Expert Educator, Hospitalist |  |
| McCallister | Jennifer | Associate Dean for Medical Education | X |
| Myers | Michelle | Program Manager, Longitudinal Components |  |
| Ramamurthy | Arun | Faculty Representative, Neurology |  |
| Rundell | Kristen | Associate Unit Director, AMRCC Chronic Care |  |
| San Miguel | Christopher | Associate Unit Director, AMHBC EM | X |
| Schaffernocker | Troy | Program Director, AMHBC | X |
| Scherzer | DJ | Expert Educator, Pediatrics |  |
| Splinter | Ansley | Co-Director, Advanced Competencies/Alternate Experience | Phone |
| Verbeck | Nichole | Education Specialist, OCS |  |
| Werman | Howard | Faculty Representative, Global Health |  |
| West | Rebecca | Program Coordinator, AMRCC |  |
| Zamaripa | Kelly | Program Coordinator, AMHBC Mini Internship |  |

## Part 3 Academic Program Committee- Clinical Track Directors

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Bondurant | Amber | OB/GYN |  |
| Ganith | Rashmi | Preliminary Internal Medicine |  |
| Grieco | Alex | Radiology |  |
| Macerollo | Allison | Family Medicine |  |
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## Part 3 Academic Program Committee- Student Representatives

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Branstetter | Andrew | Student Representative, Med 4 |  |
| Chen | David | Student Representative, Med 4 |  |
| Pandit | Aroh | Student Representative, Med 4 |  |
| Ringwald | Bryce | Student Representative, Med 3 |  |
| Waickman | Colleen | Student Representative, Med 4 | X |
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## Additional Attendees

| **Name** |
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| Dawn Watson |
| Sonia Mann |
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## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Meeting Minutes Approval |
| 2 | Old Business/Announcement  -EPA 4 Poster accepted at AAIM   * Charting Pilot * Part 3 EE Position Opening   -Spring 2020 LSI Positions |
| 3 | Part 3 Scheduling |
| 4 | Interprofessional Collaboration Development CLOs |
| 5 | Standing Report |
| 6 | Student Report |

# Item 1: Approval of Meeting Minutes

Discussion/Action

1. Minutes from the January meeting were reviewed and approved.

# Item 2: Old Business/Announcements

1. Part 3 Grading Designations for Graduation will be assessed this year.
2. IMC Futures in Medical Education is open until April 1st.
3. A. Fernandes has been nominated for the Leonard Tow Humanism award
4. Part 3 Awards are coming up and will be discussed at the next meeting
5. Congratulations to K. Lewis and N. Liao who had their EPA 4 Poster accepted at Alliance for Academic IM – (Meeting is in April)
6. Thank you to J. Lipps for his service in Part 3 as an Expert Educator. He will be stepping down as EE but will continue as co-director for the Clinical Track in Anesthesiology. Part 3 will be filling the position.
7. Introduced Sonia Mann. She will be working with Dr. Westman on the LCME Accreditation which will occur March 20-23, 2022.

# Item 3: Part 3 Scheduling

1. Met with Part 3 Students regarding scheduling. One challenge will be the competitiveness of students obtaining Step 2 CS dates. Students were asked to try and not schedule Step 2 on the first or last day of the block (EM is the last Thursday of the block). This caused some concern so students were instructed not to change their CS dates if conflicting with a mandatory session (orientation or exam). If there is a conflict, they are instructed to complete these requirements at an earlier administration.
2. Brief discussion regarding how the changes to Step 1 (Pass/Fail) will impact scheduling, etc.

# Item 4: Interprofessional Collaboration Development CLOs

1. N. Kman and C. Curren reviewed the Interprofessional Collaboration Development

CLOs

* 1. The committee discussed where the CLOs fit in the curriculum (AMHBC vs

AMRCC)

* 1. Discussion on how these items are being assessed and what constitutes the “Interdisciplinary Team”.

**Action Items**

* 7.1 - assessed in AMHBC Ground School
* 7.2 - IHIS Learn
* 7.3 - AMHBC (consult exercise)
* 7.4 – 704.03.01 – Mini I CPA
* 7.4 – 704.03.02 – EMS Medic Ride
* No new Learning Environment Issues Reported.
* Two Duty Hour Violations – MICU at Riverside; Pediatric Hematology Sub I (visiting student).
* No late grades

# Item 6: Student Report

1. Nothing to report – Students appreciate the work that Part 3 has accomplished this year.

# Round Table

1. Discussion regarding opportunities for students to have time for “Wellness” days. Opportunities that already exist are;

* Students have the last Friday off of the AMHBC EM rotation.
* AMRCC has an 80 hour (over 4 weeks) clinical requirement.
* They are permitted 2 days off in a 4 week block.

1. A. Fernandes is presenting TBL2 at Rosslyn Franklin University
2. P. Ecklar and A. Fernandes attended an NA meeting with 6 students. The students wrote reflection essays as part of the assignment. AMRCC would like to provide these experiences for all students. Discussion regarding how to implement.
3. A. Fernandes reported there has been an increase this year in AMRCC Final exam failures. The team is looking into this.

**Next meeting March 16, 2020, 1167 Graves Hall, 4:00-5:30 p.m.**

The Ohio State University College of Medicine

**LSI Part Three Academic Program Committee**Meeting Minutes

Presiding Chair: Interim Chair: Ashley Fernandes, AMRCC Program Director  
Minutes Recorded by: Laura Volk, Program Manager  
Date: 3.16.20  
Location: 1167 Graves  
Call to Order: 4:05 PM  
Adjourned: 5:25 PM

# Member Attendance

| **Last Name** | **First Name** | **Role** | **Present** |
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| Curren | Camilla | Director, Longitudinal Groups | Phone |
| Dell | Mary | Expert Educator, Psychiatry |  |
| Eapen | Binay | Associate Program Director, Mount Carmel Health System |  |
| Ecklar | Pat | Associate Unit Director, AMRCC-Ambulatory | X |
| Fernandes | Ashley | Program Director, AMRCC | X |
| Heacock | Allison | Program Director, Applied Health System Sciences |  |
| Horgan | Mike | Program Manager, Evaluation and Assessment | Phone |
| Khan | Meena | Co-Director, Advanced Competencies/Alternate Experience | Phone |
| Khandelwal | Sorabh | Assistant Dean, Clinical Science |  |
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| Myers | Michelle | Program Manager, Longitudinal Components |  |
| Ramamurthy | Arun | Faculty Representative, Neurology |  |
| Rundell | Kristen | Associate Unit Director, AMRCC Chronic Care |  |
| San Miguel | Christopher | Associate Unit Director, AMHBC EM | Phone |
| Schaffernocker | Troy | Program Director, AMHBC | X |
| Scherzer | DJ | Expert Educator, Pediatrics |  |
| Splinter | Ansley | Co-Director, Advanced Competencies/Alternate Experience | Phone |
| Start | Amanda | Director, OCS |  |
| Verbeck | Nichole | Education Specialist, OCS | Phone |
| Werman | Howard | Faculty Representative, Global Health | Phone |
| West | Rebecca | Program Coordinator, AMRCC | Phone |
| Zamaripa | Kelly | Program Coordinator, AMHBC Mini Internship | Phone |

## Part 3 Academic Program Committee- Clinical Track Directors

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Bondurant | Amber | OB/GYN |  |
| Ganith | Rashmi | Preliminary Internal Medicine |  |
| Grieco | Alex | Radiology |  |
| Macerollo | Allison | Family Medicine |  |
| Niedermier | Julie | Psychiatry |  |
| Patel | Chirag | Internal Medicine |  |
| Quick | Adam | Neurology |  |
| Rossetti | Allison | IM/Peds |  |
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## Part 3 Academic Program Committee- Student Representatives

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Branstetter | Andrew | Student Representative, Med 4 |  |
| Chen | David | Student Representative, Med 4 | Phone |
| Pandit | Aroh | Student Representative, Med 4 | Phone |
| Ringwald | Bryce | Student Representative, Med 3 | X |
| Waickman | Colleen | Student Representative, Med 4 | Phone |
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## Additional Attendees

| **Name** |
| --- |
| James Read |
| Sonia Mann |
| Beth Sabatino |
| Kelly-Ann Perry |
| Sheryl Pfeil |
| Lindsey Ruff |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Meeting Minutes Approval |
| 2 | Old Business/Announcement  -Convocation, April 30th  -Introduction to the Match – Monday, March 30th -5:30-7:00, 160 Meiling Hall  -Transition to Residency Conference – October 15-17, 2020, Nashville, TN  -Psychiatry Boot Camp approved |
| 3 | Part 3 Scheduling |
| 4 | Interprofessional Collaboration Development CLOs |
| 5 | Dedicated Wellness Days |
| 6 | Standing Report |
| 7 | Student Report |

# Item 1: Approval of Meeting Minutes

Discussion/Action

1. Minutes from the February meeting were reviewed and approved.

# Item 2: Old Business/Announcements

1. Dr. McCallister thanked everyone for their hard work amidst the abrupt changes with the learning environment this past week.
2. Dr. McCallister discussed the decision to pull the students from the clinical sites

a. Faculty are working on plans to insure the 4th year students fulfill the graduation requirements and develop innovative options for the incoming 4th years fulfill those for Part 2.

1. Convocation for April 30th – No update yet due to changing environment.
2. Introduction to Match for incoming 4th years will most likely be offered virtually.

# Item 3: Interprofessional Collaboration Development CLOs 1. C. Curren reviewed pilot outcomes

1. 4 students participated
2. There was some student confusion with IHIS
3. Considering adding this activity to AMHBC for next AY

# Item 4: Standing Report

1. No late grades reported: Grades due Friday, 3/20
2. Duty Hour Violation – AMRCC Ambulatory GI – student checked in error
3. No Learning Environment issues reported

# Item 5: Student Report

1. Match Day will be a virtual celebration due to the recent events.
2. Questions regarding students coming in for assessments.
   1. EPA 10 may be converted to paper/oral case. It is unclear if they will be inperson or virtual. If in-person it would be one-on-one
   2. Other options are being considered especially those that use standardized patients
   3. AMHBC is still determining the best way to administer the EM exam

# Item 6: AMRCC Update

1. A. Fernandes reviewed the AMRCC contingency plan for in-person assessments
   1. Clinical Hours – Students are required to complete 80-100 hours per block.
      * 1. Students have been contacted to log all their hours.
        2. If students have significant hours (16-20) preceptors will be asked to complete the CPA.
        3. Course Directors for AMRCC will conduct exit interview with students which will include reviewing DOC and PxDx requirements.
      1. Team Based Learning Assignments; IRAT will be done remotely through Exam Soft, GRAT will be eliminated, the application exercise has been revised to create an alternate scenario. The student will then write 6 reflection questions and submit to course director.
      2. Final Exam will be administered remotely via Exam Soft. Oral exam can be administered via Zoom.
      3. Home Health Visit has been revised to writing 2 reflection questions; review article regarding home health and write an essay on the topic

**Action:** AMRCC course revisions were unanimously approved by the committee.

1. Discussion regarding options for students needing additional clinical time
   1. Return in April is questionable
   2. Telemedicine might be a consideration

# Item 7: Part 3 Scheduling

1. Currently in third round of competitive scheduling. Students final scheduling round will be March 21-23.
2. Students can reach out to Dr. Kman regarding any schedule concerns.

**Item 8: Match Update**

1. Did well in the Match and SOAP

# Item 9: COVID Update

1. Testing has increased
2. 50 cases in the State of Ohio thus far
3. Students would like to volunteer for the COVIS call line and swabbing stations

**Item 10: Wellness Days**

1. The last day of the EM block will be a dedicated wellness day

# Item 11: LSI Part 3 Awards

1. Due to changes with the schedule for Student Convocation, the timeline and venue for the LSI Part 3 Awards needs to be revised. Options include holding a separate event in the spring.

# Round Table

* The COM cannot grant curricular credit for students who volunteer.
* Discussion regarding students working at call and testing stations
* Bryce Ringwald is communicating volunteer efforts such as baby-sitting, etc. provided by students for faculty and staff
* Send requests for needed resources that will incur a cost to the Deans office

**Next meeting April 20, 2020, via WebEx, 4:00-5:30 p.m.**

# Item 1, Approval of Minutes

1. [Insert Content]

# Item 2, [Title Here] Presenter: [Presenter Here]

1. [Insert Content]

# Item 3, [Title Here] Presenter: [Presenter Here]

1. [Insert Content]

# Item 4, [Title Here] Presenter: [Presenter Here]

1. [Insert Content]

# Item 5, [Title Here] Presenter: [Presenter Here]

1. [Insert Content]

# Item 6, [Title Here]

**Presenter: [Presenter Here]**

1. [Insert Content]

The Ohio State University College of Medicine

**LSI Part Three Academic Program Committee**Meeting Minutes

Presiding Chair: Nick Kman, Part 3 Academic Program Director  
Minutes Recorded by: Laura Volk, Program Manager  
Date: 4.20.20  
Location: WebEx  
Call to Order: 4:05 PM  
Adjourned: 5:25 PM

# Member Attendance

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| Verbeck | Nichole | Education Specialist, OCS | X |
| Werman | Howard | Faculty Representative, Global Health | X |
| West | Rebecca | Program Coordinator, AMRCC | X |
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## Part 3 Academic Program Committee- Clinical Track Directors

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## Additional Attendees

| **Name** |
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| Dawn Watson |
| Beth Sabatino |
| Regina Swartz |
| Sonia Mann |
| Lindsey Ruff |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Meeting Minutes Approval |
| 2 | Old Business/Announcement  -Visiting Student rotations cancelled through June 29, 2020 -Enter and Discuss Orders and Prescriptions – K. Lewis submission accepted for presentation at AAMC Annual meeting, November 13-17, 2020  -Ashley Fernandes, Professor of the Year  -Nick Kman, Distinguished Educator, Clerkship Directors in Emergency Medicine (CDEM)  -Pandemic Elective was featured on NBC4i, NPR, and the  Lantern  Leadership Announcements:  -Nicole Shirilla, Added as Part 3 EE to support AMRCC  -Awaiting Budgetary Clarification prior to filling final EE spot.  -Mary Lynn Dell, Thanks for your service to Part 3 and Good Luck on future endeavors.  -Jon Lipps, Thanks for your service to Part 3. |
| 3 | Clinical Track Feed Forward Letters |
| 4 | Part 3 Schedule Changes Updates |
| 5 | Standing Report |
| 6 | Student Report |

# Item 1: Approval of Meeting Minutes

Discussion/Action

1. Minutes from the March meeting were reviewed and approved.

# Item 2: Old Business/Announcements

1. Visiting student rotations are cancelled through June 29. Departments should prioritize spots for OSU students first.
2. EPA 4 (Enter & Write Orders & RX) K. Lewis and N. Liao accepted at AAMC.
3. A. Fernandes won Professor of the Year. He will deliver a virtual address during the virtual commencement.
4. N. Kman won Distinguished Educator from the Clerkship Directors in Emergency Medicine Education.
5. N. Kman developed Pandemic Elective. Twelve students will be taking the course to finish Med 4 requirements.
6. Welcome Nicole Shirilla from Palliative Medicine. She will serve as the new Part 3 Expert Educator replacing Mary Lynn Dell.
7. Thank you to Mary Lynn Dell for her commitment to our program and our students education.
8. J. Lipps has stepped down from the Expert Educator role. There is now an opening and applications will be reviewed. The focus will be to assist AMHBC as well as assessment needs.
9. Thank you to the coordinators for getting grades entered for students who decided to graduate early.
10. The Match and Soap were successful.

# Item 3: Clinical Track Feed Forward Letters

1. Due to the disruption of the Boot Camps that were supposed to occur in March, the Feed Forward letters will change slightly. Clinical Track Directors will meet (virtually) with the students to review. Students will have the option to decline the letter being forwarded to their program.

# Item 4: Part 3 Schedule Changes Update

1. T. Schaffernocker provided an update on placement of students scheduled for AMHBC in May.
   * 1. The Mini Internship component of AMHBC was the first to reschedule due to the “high stakes” nature of the rotation. Students often use this experience for letters for residency applications.
     2. Most students were moved to block 2, 3 or 4
     3. 52 students are now scheduled in block 2

i. If the June block is cancelled, further review and discussion will occur.

* 1. Students scheduled for Emergency Medicine were also place in blocks 2, 3

or 4.

* 1. Patient demographics on each service may be an issue due to COVID. PPE is still limited; The James Scarlet and Gray units may be an option (no

COVID patients) as well as some of the other units.

* 1. N95 masks will not be available to students in June.

Discussion regarding other opportunities to add clinical experiences.

1. A. Fernandes provided an update on placement of the AMRCC students.
   1. Only 8 students required placement from May.
   2. Block 2 will also be a challenge for AMRCC with 25 students scheduled.
2. L. Volk reported students on electives have also been placed.
3. N. Kman discussed the possibility of students returning to clinical service in June and the ramifications. Faculty should think about how they would prepare for an Autumn return. Discussion regarding the effects of a late return (residency application, interview, etc.) and possible solutions (review number of required weeks; Concepts from the PCT Program; Telehealth), noting that all Learning Objectives occur in AMRCC and AMHBC. Students who need additional clinical weeks to meet Part 2 requirements will make it up during Part 3. Community sites outside of Columbus should be considered. Email N. Kman with additional ideas.

# Item 5: Standing Report

1. Late Grades: IM Honors, OBGYN and Peds Research grades were late
2. Safety on Service - Global Health elective – Attending physician was not immediately available upon arrival of patient leaving student apprehensive.
3. Respect: EM at OSU – Addressed by C. San Miguel.

# Item 6: Student Report

1. B. Ringwald will provide list of new representative for next year.
2. The student representatives were thankful for the quarterly meetings with N. Kman.
3. The new student reps will be introduced at the next meeting in May.

**Next meeting May 18, 2020, via WebEx, 4:00-5:30 p.m.**

The Ohio State University College of Medicine

**LSI Part Three Academic Program Committee**Meeting Minutes

Presiding Chair: Nick Kman, Part 3 Academic Program Director  
Minutes Recorded by: Laura Volk, Program Manager  
Date: 5.18.20  
Location: Zoom  
Call to Order: 4:05 PM  
Adjourned: 5:25 PM

# Member Attendance

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Cohen | Dan | Associate Academic Program Director, Part 3 | X |
| Curren | Camilla | Director, Longitudinal Groups | X |
| Eapen | Binay | Associate Program Director, Mount Carmel Health System |  |
| Ecklar | Pat | Associate Unit Director, AMRCC-Ambulatory | X |
| Fernandes | Ashley | Program Director, AMRCC | X |
| Horgan | Mike | Program Manager, Evaluation and Assessment |  |
| Khan | Meena | Co-Director, Advanced Competencies/Alternate Experience | X |
| Khandelwal | Sorabh | Assistant Dean, Clinical Science |  |
| Kopechek | Jack | Director, Education Portfolio | X |
| Lacuesta | Nannette | Associate Program Director, OhioHealth |  |
| Leung | Cynthia | Director, Evaluation and Assessment, CT Director- EM | X |
| Lewis | Kristen | Associate Unit Director, AMHBC Mini Internship | X |
| Liao | Nancy | Expert Educator, Pediatrics, CT Director-Pediatrics | X |
| Lindsey | David | Expert Educator, General Surgery, CT Director- General Surgery |  |
| Lipps | Jonathan | CT Co-Director-Anesthesiology |  |
| Liston | Beth | Expert Educator, Hospitalist |  |
| Macerollo | Allison | Faculty Representative & Clinical Track Director, Family Medicine |  |
| McCallister | Jennifer | Associate Dean for Medical Education | X |
| Myers | Michelle | Program Manager, Longitudinal Components |  |
| Ramamurthy | Arun | Faculty Representative, Neurology | X |
| Rundell | Kristen | Associate Unit Director, AMRCC Chronic Care | X |
| San Miguel | Christopher | Associate Unit Director, AMHBC EM | X |
| Schaffernocker | Troy | Program Director, AMHBC | X |
| Scherzer | DJ | Expert Educator, Pediatrics | X |
| Splinter | Ansley | Co-Director, Advanced Competencies/Alternate Experience | X |
| Start | Amanda | Director, OCS |  |
| Verbeck | Nichole | Education Specialist, OCS |  |
| Werman | Howard | Faculty Representative, Global Health | X |
| West | Rebecca | Program Coordinator, AMRCC | X |
| Zamaripa | Kelly | Program Coordinator, AMHBC Mini Internship | X |
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## Part 3 Academic Program Committee- Clinical Track Directors

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Bondurant | Amber | OB/GYN |  |
| Ganith | Rashmi | Preliminary Internal Medicine |  |
| Grieco | Alex | Radiology |  |
| Niedermier | Julie | Psychiatry |  |
| Patel | Chirag | Internal Medicine |  |
| Quick | Adam | Neurology |  |
| Rossetti | Allison | IM/Peds |  |
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## Part 3 Academic Program Committee- Student Representatives

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| BenanzeaFontem | Belle | Student Representative, Med 4 | X |
| Gage | Daniel | Student Representative, Med 4 | X |
| Newkirk | Charissa | Student Representative, Med 4 | X |
| Phi | Kenneth | Student Representative, Med 4 | X |
| Ringwald | Bryce | Student Representative, Med 4 | X |
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## Additional Attendees

| **Name** |
| --- |
| Sharon Pfeil |
| Dawn Watson |
| Beth Sabatino |
| Jennifer Davis |
| Regina Swartz |
| Philicia Duncan |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Meeting Minutes Approval |
| 2 | Old Business/Announcements  -Annual Education Symposium Call for Abstracts  -ERAS Application and LORs extended to October 21, 2020  -AHSS – Faculty representation requested  -Update on return to clinical setting |
| 3 | Part 3 Elective Proposals  -Pediatric Neurosurgery Elective  -MOM2B Elective |
| 4 | Clinical Track Meeting |
| 5 | Central Review of PxDx |
| 6 | Clinical Track Report |
| 7 | Standing Report |

# Item 1: Approval of Meeting Minutes

Discussion/Action

1. Minutes from the April meeting were reviewed and approved.

# Item 2: Old Business/Announcements

1. AHSS is searching for Part 3 Faculty representation. If interested contact N. Kman.
2. The deadline for ERAS Applications and MSPE has been extended to 10/21/20.
3. Call for Abstracts for Annual Education Symposium

# Item 3: Part 3 Elective Proposals

1. Pediatric Neurosurgery Elective: Neurosurgery has decided to cancel away rotations this year and agreed to allow students to complete 8 weeks of Neurosurgery at their home institution. A. Splinter presented the Pediatric Neurosurgery 4 week elective at NCH which will occur in both the outpatient clinics and OR. Discussion regarding the volume of objectives. It was agreed they should be pared down to exactly what every student will learn. **Action:** A. Splinter will contact course director for revision. It will then be redistributed for electronic vote once revised.
2. Addressing Health Disparities and Maternal and Infant Wellbeing (aka MOMs2B): This experiences was created by 2 medical students going into OB. M. Khan presented the elective which will consist of:
   1. clinical experience
   2. group sessions with Moms who are expecting in certain socioeconomic areas
   3. Writing report at end of experience.
   4. Wil be offered in a 4 week block or longitudinally.
   5. Can accept 2 students
   6. Require permission

Discussion regarding process in obtaining approval and coordinating with OB/GYN since sites are used for other rotations.

**Action:**  Unanimously approved with the caveat will need clarification on seat count and process for enrolling.

# Item 4: Clinical Track Meeting Follow Up

1. M. Khan; Met with CT Directors on May 12:

1. discussed feed forward letters which will be uploaded into Vitals.
2. Discussion with Vitals on translating CPA data to milestone levels. This is not doable due to the varying milestone levels in each track. Vitals does not have the capability.

# Item 5: Central Review of PxDx

1. LCME requires that PxDx is reviewed at the program level. These have been previously reviewed at the Unit level only (AMHBC, AMRCC). This will be reviewed in June and then quarterly thereafter.

# Item 6: Standing Report

1. There were no learning environment issues, late grades, or duty hour

violations reported.

# Item 7: Student Report

1. Student representatives for 2020-2021 introduced themselves; Charissa Newkirk, Dan Gage, Krista Taylor, Kenny Phi, and Belle Benanzea-Fontem. The Med 3 Student Rep has not yet been identified.
2. Quarterly Meetings will be scheduled with the new reps. Class issues and or questions should be sent to N. Kman prior to meeting.
3. First Quarterly Rep meeting was held earlier today; Questions addressed were:
   1. How are grades reported? – At the component level (i.e. Elective, Mini

I, EM, etc.)

* 1. What departments won’t take students in block 2? – ENT and MICU will not be available due to COVID patients.
  2. If entry is continually delayed will the requirements change? – this will be determined at a later date.
  3. What if my Step exam is on the first or last day of a rotation? – the COM will be flexible given the test rescheduling. However, students will need to make up missed activities (ground school/exam).
  4. Will additional days missed be allowed for virtual interviews? – The Absence policy applies (2 days off in a 4 week block). However, since interviews will be conducted virtually, this eliminates needing travel time.
  5. Will the Step 2 deadlines be adjusted? - Step deadline adjustments are determined by the COM and USMLE committee.
  6. PxDx task requiring in person contact- In person teaching is not to occur at this time. Ground Schools will remain virtual until we are approved to return.
  7. Will Mini-I s be redistributed if June is cancelled? – No, we cannot remove students from what they have scheduled. One option would be to have all students start over and reschedule their year.
  8. OBGYN offers advising sessions, will other clinical tracks to this too? - we need more clarity from the residency programs on what will be expected before we can advise. We will counsel on virtual interviewing – what to wear, background, etc.

1. Travel Policy – COM had been following the Governor and Dr. Acton’s recommendations which was a 14 day quarantine if traveling from out of state. After review by the University, the quarantine is now a requirement.
2. If clinical experiences resume June 1st, the first two days will focus on the policies operating under COVID, how to take care of patients – temperature check, how to wear droplet mask, eye protection, etc. Monday morning will hold ground school, and a lecture is planned on hospital visitor and exposure policies.

**Next meeting June 15, 2020, via Zoom, 4:00-5:30 p.m.**

The Ohio State University College of Medicine

**LSI Part Three Academic Program Committee**Meeting Minutes

Presiding Chair: Nick Kman, Part 3 Academic Program Director  
Minutes Recorded by: Laura Volk, Program Manager  
Date: 07.20.20  
Location: Zoom  
Call to Order: 4:05 PM  
Adjourned: 5:15 PM

# Member Attendance

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Cohen | Dan | Associate Academic Program Director, Part 3 | X |
| Cooper | Avraham | Faculty Representative, Pulmonology | X |
| Curren | Camilla | Director, Longitudinal Groups | X |
| Eapen | Binay | Associate Program Director, Mount Carmel Health System |  |
| Ecklar | Pat | Associate Unit Director, AMRCC-Ambulatory | X |
| Fernandes | Ashley | Program Director, AMRCC | X |
| Horgan | Mike | Program Manager, Evaluation and Assessment | X |
| Khan | Meena | Co-Director, Advanced Competencies/Alternate Experience |  |
| Khandelwal | Sorabh | Assistant Dean, Clinical Science |  |
| Kopechek | Jack | Director, Education Portfolio | X |
| Lacuesta | Nannette | Associate Program Director, OhioHealth |  |
| Leung | Cynthia | Director, Evaluation and Assessment, CT Director- EM | X |
| Lewis | Kristen | Associate Unit Director, AMHBC Mini Internship | X |
| Liao | Nancy | Expert Educator, Pediatrics, CT Director-Pediatrics | X |
| Lindsey | David | Expert Educator, General Surgery, CT Director- General Surgery |  |
| Liston | Beth | Expert Educator, Hospitalist |  |
| Macerollo | Allison | Faculty Representative & Clinical Track Director, Family Medicine |  |
| Malone | Matthew | Expert Educator, Emergency Medicine | X |
| McCallister | Jennifer | Associate Dean for Medical Education |  |
| Myers | Michelle | Program Manager, Longitudinal Components |  |
| Rundell | Kristen | Associate Unit Director, AMRCC Chronic Care |  |
| San Miguel | Christopher | Associate Unit Director, AMHBC EM | X |
| Schaffernocker | Troy | Program Director, AMHBC | X |
| Scherzer | DJ | Expert Educator, Pediatrics | X |
| Splinter | Ansley | Co-Director, Advanced Competencies/Alternate Experience | X |
| Start | Amanda | Director, OCS |  |
| Verbeck | Nichole | Education Specialist, OCS |  |
| Werman | Howard | Faculty Representative, Global Health | X |
| West | Rebecca | Program Coordinator, AMRCC | X |
| Zamaripa | Kelly | Program Coordinator, AMHBC Mini Internship | X |

## Part 3 Academic Program Committee- Clinical Track Directors

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Bondurant | Amber | OB/GYN |  |
| Ganith | Rashmi | Preliminary Internal Medicine |  |
| Grieco | Alex | Radiology |  |
| Niedermier | Julie | Psychiatry |  |
| Patel | Chirag | Internal Medicine |  |
| Quick | Adam | Neurology |  |
| Rossetti | Allison | IM/Peds | X |
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## Part 3 Academic Program Committee- Student Representatives

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| BenanzeaFontem | Belle | Student Representative, Med 4 | X |
| Bishop | Erin | Student Representative, Med 4 | X |
| Gage | Daniel | Student Representative, Med 4 |  |
| Phi | Kenneth | Student Representative, Med 4 |  |
| Ringwald | Bryce | Student Representative, Med 4 |  |
| Taylor | Krista | Student Representative, Med 4 | X |
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## Additional Attendees

| **Name** |
| --- |
| Dawn Watson |
| Kelly-Ann Perry |
| Beth Sabatino |
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|  |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Meeting Minutes Approval |
| 2 | Old Business/Announcements  -COM Anti-Racism Action Plan  -The Generalists in Medical Education – submission deadline extended to August 10th  -Global Perspectives on Health Sciences Education – call for focus sessions for the 25th Annual IAMSE Conference (June 2021) |
| 3 | Course Proposals  -Virtual Patient Elective Proposal Template  -Longitudinal Surgeon Scientist Advanced Competency |
| 4 | PX/DX Review  -AMRCC  -AMHBC |
| 5 | Standing Report |
| 6 | Student Report |
| 7 | Miscellaneous |

## **Item 1: Approval of Meeting Minutes**

## Discussion/Action

1. Minutes from the June meeting were reviewed and approved.
2. Zoom did not provide attendance roster so let L. Volk know if you are not accounted for in the list.

# Item 2: Old Business/Announcements

1. Submission deadline for the Generalist has been extended.
2. Conversion to PCRS was submitted by N. Kman & B. Ringwald. Thank you to Bryce for all of his help.
3. Part 3 is going to lead with antiracism curriculum. There is a diversity thread for LSI in AMRCC. Looking for recommendations from COM and student leaders on ideas for antiracism initiatives.

# Item 3: Part 3 Course Proposals

1. A. Splinter presented the Virtual Patient proposal template.
   1. Drafted from the elective proposal
      1. Identify physician competencies
      2. Overall goal of elective
      3. What gap does this fulfill?
      4. How is this taught?
   2. Process for completion/approval (same as away electives)
      1. Student completes form
      2. Department will review for approval iii. Final review by Part 3 office

**Action:** Committee discussed and approved proposed template

1. A. Splinter presented the Surgeon Scientist Advanced Competency
   1. Drafted by the Surgery Department and the MSTP Program
   2. Addresses gap in the number of physician scientists and those interested in surgery
   3. Can enroll at any point in the curriculum except 4th year
   4. Funded through research mentor and student will apply for grants and travel awards when eligible.

**Action:** Committee discussed and approved proposed Advanced Competency

# Item 4: Part 3 Annual Report to ECC

1. N. Kman reviewed key portions of the report given to ECC. Information was gathered from the following annual evaluations (2019-2020)
   1. 2019 AAMC GQ
   2. AMHBC
   3. AMRCC
   4. Advanced Competencies
   5. Clinical Tracks
   6. Faculty Evaluation of Part 3
   7. End of Part 3 Evaluation
2. Utilized data from the Part 3 Internal Review as well as the previous annual End of Part 3 Evaluation, and ECC Report from 2018
3. Strengths
   1. Personalized 4th year of medical school
   2. Specialty specific tracks (milestones for CTs)
   3. Focus on transition to residency
   4. Online scheduling
   5. Diverse experiences
   6. Longitudinal experiences
   7. Connection to authentic practice
   8. Evidence for CQI each year
   9. Consistent improvement in student satisfaction
   10. Faculty Self-reflective and actively engaged
4. Weaknesses
   1. Based on the review, no major weaknesses were identified
5. Opportunities
   1. Need for consistent measures for assessing professionalism
   2. Address high staff turnover
   3. Accountability and relevance of longitudinal experiences (HSIQ &

Portfolio)

* 1. Quantity and Quality of Course evaluations
  2. Making second half of 4the year as robust as first half
  3. Relevance of Core Clinical Competencies

1. Threats (External Pressures)
   1. Step 2 scores
   2. Residency applications, building CVs
   3. Lack of away rotations
   4. Travel for interviews
2. N. Kman reviewed responses to the following for AMHBC, AMRCC, ACs and

Clinical Tracks

* 1. Learning Environment
  2. Clinical Responsibilities
  3. Instruction
  4. Course Components
  5. Course Structure
  6. Overall Quality

**The full report can be found in Box under Part 3 Reports.**

**Item 5: PXDX**

1. Discussion and review regarding PxDx in AMRCC and AMHBC

# Item 6: Standing Report

1. Late Grades – No late grades were reported for the May rotation block.
2. Learning Environment – No issues reported.

# Item 7: Student Report

1. Concerns with finding space for virtual interviews.

**Action:** Part 3 leadership will identify spaces around the medical center.

1. Some services were crowded with too many learners.

a. The closure of sites, away electives not being offered, and Mount Carmel delaying taking students contributed to this issue. This should be alleviated once sites open up.

1. Question and discussion regarding what type of follow up occurs when mistreatment is reported. If students are uncomfortable with the reporting system in Vitals, they can reach out to Lisa Christian, student advocate. **Next meeting August 17, 2020, via Zoom, 4:00-5:30 p.m.**

The Ohio State University College of Medicine

**LSI Part Three Academic Program Committee**Meeting Minutes

Presiding Chair: Nick Kman, Part 3 Academic Program Director  
Minutes Recorded by: Laura Volk, Program Manager  
Date: 8.17.20  
Location: Zoom  
Call to Order: 4:05 PM  
Adjourned: 5:30 PM

# Member Attendance

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Cohen | Dan | Associate Academic Program Director, Part 3 | X |
| Cooper | Avraham | Faculty Representative, Pulmonology | X |
| Curren | Camilla | Director, Longitudinal Groups | X |
| Davis | Jennifer | Program Manager, Emergency Medicine | X |
| Duncan | Philicia | Program Director, Applied Health Systems Science | X |
| Eapen | Binay | Associate Program Director, Mount Carmel Health System |  |
| Ecklar | Pat | Associate Unit Director, AMRCC-Ambulatory | X |
| Fernandes | Ashley | Program Director, AMRCC | X |
| Horgan | Mike | Program Manager, Evaluation and Assessment | X |
| Khan | Meena | Co-Director, Advanced Competencies/Alternate Experience |  |
| Khandelwal | Sorabh | Assistant Dean, Clinical Science |  |
| Kopechek | Jack | Director, Education Portfolio |  |
| Lacuesta | Nannette | Associate Program Director, OhioHealth |  |
| Leung | Cynthia | Director, Evaluation and Assessment, CT Director- EM | X |
| Lewis | Kristen | Associate Unit Director, AMHBC Mini Internship | X |
| Liao | Nancy | Expert Educator, Pediatrics, CT Director-Pediatrics | X |
| Lindsey | David | Expert Educator, General Surgery, CT Director- General Surgery |  |
| Liston | Beth | Expert Educator, Hospitalist |  |
| Macerollo | Allison | Faculty Representative & Clinical Track Director, Family Medicine |  |
| Malone | Matthew | Expert Educator, Emergency Medicine | X |
| McCallister | Jennifer | Associate Dean for Medical Education | X |
| Myers | Michelle | Program Manager, Longitudinal Components |  |
| Rundell | Kristen | Associate Unit Director, AMRCC Chronic Care |  |
| San Miguel | Christopher | Associate Unit Director, AMHBC EM | X |
| Schaffernocker | Troy | Program Director, AMHBC | X |
| Scherzer | DJ | Expert Educator, Pediatrics | X |
| Shirilla | Nicole | Expert Educator, Internal Medicine |  |
| Splinter | Ansley | Co-Director, Advanced Competencies/Alternate Experience | X |
| Start | Amanda | Director, OCS |  |
| Verbeck | Nichole | Education Specialist, OCS |  |
| Werman | Howard | Faculty Representative, Global Health | X |
| West | Rebecca | Program Coordinator, AMRCC | X |
| Zamaripa | Kelly | Program Coordinator, AMHBC Mini Internship | X |

## Part 3 Academic Program Committee- Clinical Track Directors

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Bondurant | Amber | OB/GYN |  |
| Ganith | Rashmi | Preliminary Internal Medicine |  |
| Grieco | Alex | Radiology | X |
| Marshall | Scarlett | Anesthesiology | X |
| Niedermier | Julie | Psychiatry | X |
| Patel | Chirag | Internal Medicine |  |
| Quick | Adam | Neurology |  |
| Rossetti | Allison | IM/Peds |  |
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## Part 3 Academic Program Committee- Student Representatives

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| BenanzeaFontem | Belle | Student Representative, Med 4 | X |
| Bishop | Erin | Student Representative, Med 4 | X |
| Gage | Daniel | Student Representative, Med 4 |  |
| Phi | Kenneth | Student Representative, Med 4 | X |
| Ringwald | Bryce | Student Representative, Med 4 | X |
| Taylor | Krista | Student Representative, Med 4 | X |
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## Additional Attendees

| **Name** |
| --- |
| Beth Sabatino |
| Sonia Mann |
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## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | **Agenda Item** |
| 2 | Meeting Minutes Approval |
| 3 | Old Business/Announcements  -2021 COM Annual Education Symposium  -Learn, Serve, Lead 2020 – The Virtual Experience  -Longitudinal AC in Global Health |
| 4 | Vitals Mapping for Part 3 |
| 5 | Part 3 Report to ECC Action Items:   * Finish dCEO conversion to PCRS and Update Vitals. * Zero late grades. * Continued monitoring of Learning Environment. * LCME preparation and Compliance. * Organization of AMRCC Activities in Carmen • 702.03.01: Engage in interprofessional   communications and collaborations in the EMR (e.g., reviewing other professionals’ notes) to establish an interprofessional patient care plan.(IPEC - RR3, RR8) IHIS Learn  Exercise  • 802.03.01: Make use of effective and healthy personal strategies in response to stressors-AMHBC Wellness |
| 5 | Standing Report |
| 6 | Student Report |
| 7 | Miscellaneous |

# Item 1: Approval of Meeting Minutes

## Discussion/Action

1. Minutes from the July meeting were reviewed and approved.
2. Zoom does not provide attendance roster so let L. Volk know if you are not accounted for in the list.

# Item 2: Old Business/Announcements

1. The College of Medicine Education Symposium topic will be on Disrupting racism in Health Science Education Research, enhancing our skills as educators. It will be held on January 27, 2020, 8:00 a.m. – 2:00 p.m. and Submission.
2. NRMP Conference
3. The Generalist in Medical Education is November 11th – 13th and is online.
4. The University of Colorado Virtual symposium, Wednesday, October 21st on transition to residency.
5. Global Health will offer a virtual longitudinal course January through April for students who were unable to participate in the May course. This could replace the abroad experience which is uncertain at this time.

# Item 3: Vitals Curriculum Mapping for Part 3

1. B. Sabatino reviewed the mapping structure for the PCRS and CLO’s in Vitals. A report can be generated to identify items that are, or need to be mapped.

# Item 4: Part 3 Action Items

1. N. Kman reviewed the action items identified by ECC:

1. PCRS conversion
2. Zero late grades
3. Continue monitoring Learning Environment
4. LCME Preparation
5. AMRCC organization
6. Interprofessional communication and collaboration in EMR

i. Creating a virtual case that involves interaction with pharmacy and respiratory therepy.

1. Make use of effective and healthy personal strategies in response to stressors

# Item 5: Standing Report

1. Late Grades – No late grades were reported for the June rotation block.
2. Learning Environment – A low score on promotion of professional values was reported. Following up with student and will report back next month.
3. Follow up on AMRCC Duty Hour violation – student indicated they checked the wrong box.

# Item 6: Student Report

1. AMRCC concerns in organization
   1. Student reps to meet with AMRCC leadership
2. Clearer grading on electives
   1. Goal is to begin to review elective assessments to establish consistency

# Item 7: Miscellaneous

1. A. Fernandes would like to review the evaluation results on the Opioid curriculum at next month’s meeting.
2. N. Kman mentioned the Anti-racism Task Force has met and are establishing directives.

**Next meeting September 21, 2020, via Zoom, 4:00-5:30 p.m.**

The Ohio State University College of Medicine

**LSI Part Three Academic Program Committee**Meeting Minutes

Presiding Chair: Nick Kman, Part 3 Academic Program Director  
Minutes Recorded by: Laura Volk, Program Manager  
Date: 9.21.20  
Location: Zoom  
Call to Order: 4:05 PM  
Adjourned: 5:00 PM

# Member Attendance

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Cohen | Dan | Associate Academic Program Director, Part 3 | X |
| Cooper | Avraham | Faculty Representative, Pulmonology | X |
| Curren | Camilla | Director, Longitudinal Groups |  |
| Davis | Jennifer | Program Manager, Emergency Medicine | X |
| Duncan | Philicia | Program Director, Applied Health Systems Science | X |
| Eapen | Binay | Associate Program Director, Mount Carmel Health System |  |
| Ecklar | Pat | Associate Unit Director, AMRCC-Ambulatory | X |
| Fernandes | Ashley | Program Director, AMRCC |  |
| Horgan | Mike | Program Manager, Evaluation and Assessment |  |
| Khan | Meena | Co-Director, Advanced Competencies/Alternate Experience | X |
| Khandelwal | Sorabh | Assistant Dean, Clinical Science |  |
| Kopechek | Jack | Director, Education Portfolio | X |
| Lacuesta | Nannette | Associate Program Director, OhioHealth |  |
| Leung | Cynthia | Director, Evaluation and Assessment, CT Director- EM | X |
| Lewis | Kristen | Associate Unit Director, AMHBC Mini Internship | X |
| Liao | Nancy | Expert Educator, Pediatrics, CT Director-Pediatrics | X |
| Lindsey | David | Expert Educator, General Surgery, CT Director- General Surgery | X |
| Liston | Beth | Expert Educator, Hospitalist |  |
| Macerollo | Allison | Faculty Representative & Clinical Track Director, Family Medicine | X |
| Malone | Matthew | Expert Educator, Emergency Medicine | X |
| McCallister | Jennifer | Associate Dean for Medical Education |  |
| Myers | Michelle | Program Manager, Longitudinal Components |  |
| Rundell | Kristen | Associate Unit Director, AMRCC Chronic Care |  |
| San Miguel | Christopher | Associate Unit Director, AMHBC EM | X |
| Schaffernocker | Troy | Program Director, AMHBC | X |
| Scherzer | DJ | Expert Educator, Pediatrics | X |
| Shirilla | Nicole | Expert Educator, Internal Medicine |  |
| Splinter | Ansley | Co-Director, Advanced Competencies/Alternate Experience | X |
| Start | Amanda | Director, OCS |  |
| Verbeck | Nichole | Education Specialist, OCS |  |
| Werman | Howard | Faculty Representative, Global Health |  |
| West | Rebecca | Program Coordinator, AMRCC | X |
| Zamaripa | Kelly | Program Coordinator, AMHBC Mini Internship | X |

## Part 3 Academic Program Committee- Clinical Track Directors

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| Bondurant | Amber | OB/GYN |  |
| Ganith | Rashmi | Preliminary Internal Medicine |  |
| Grieco | Alex | Radiology | X |
| Marshall | Scarlett | Anesthesiology |  |
| Niedermier | Julie | Psychiatry | X |
| Patel | Chirag | Internal Medicine |  |
| Quick | Adam | Neurology |  |
| Rossetti | Allison | IM/Peds | X |
|  |  |  |  |
|  |  |  |  |

## Part 3 Academic Program Committee- Student Representatives

| **Last Name** | **First Name** | **Role** | **Present** |
| --- | --- | --- | --- |
| BenanzeaFontem | Belle | Student Representative, Med 4 | X |
| Bishop | Erin | Student Representative, Med 4 |  |
| Gage | Daniel | Student Representative, Med 4 |  |
| Phi | Kenneth | Student Representative, Med 4 |  |
| Ringwald | Bryce | Student Representative, Med 4 | X |
| Taylor | Krista | Student Representative, Med 4 | X |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Additional Attendees

| **Name** |
| --- |
| Beth Sabatino |
| Sonia Mann |
| Katherine Strafford |
| Kelly-Ann Perry |
|  |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Meeting Minutes Approval |
| 2 | Old Business/Announcements  -Learn Serve Lead 2020 Registration open as of August 31st.  -Faculty needed for HCV selective in Part 1 |
| 3 | Communication Response time policy |
| 4 | LCME Self-Study |
| 5 | Standing Report |
| 6 | Student Report |
| 7 | Miscellaneous |

# Item 1: Approval of Meeting Minutes

## Discussion/Action

1. Minutes from the August meeting were reviewed and approved.
2. Zoom does not provide attendance roster so let L. Volk know if you are not accounted for in the list.

**Item 2: Old Business/Announcements**

No announcements

# Item 3: Communication response time

1. J. Kopechek reviewed an issue regarding students lack of response when Portfolio coaches reach out to schedule meetings.
2. Discussion regarding what barriers students encounter and what a reasonable response time should be.
   1. Students should respond with 72 hours of email.
   2. It was suggested to set up the meetings, during week 3 of the block.

# Item 4: LCME Self-Study

1. N. Kman reviewed the LCME standards that are currently being addressed in the self-study

1. There are a total 12 standards
2. Currently the focus is on:

**i.** Standard 6

* + Electives
  + Monitoring completion of required clinical experiences
  + Monitoring duty hours **ii.** Standard 10.8
  + Visiting students **iii.** Standard 11.2
  + Guidance on intramural and extramural activities
  + Away electives

# Item 5: Standing Report

1. Late Grades – No late grades were reported for the July rotation block.
2. Duty hour violation – Orthopaedic surgery – student answered incorrectly

# Item 6: Student Report

1. Inform class that rotation 6 grades will not be included in MSPE
2. Discussion about interview space availability and technical needs
   1. Administration will make sure students have what they need for interviews.
   2. Mock interviews will be offered which will be recorded for later viewing
   3. N. Kman will keep class informed.
3. Concern about having time off rotations to interview
   1. Increased flexibility since travel will not be an issue
   2. Students should communicate needs to faculty and coordinators

# Item 7: Miscellaneous

1. P. Duncan discussed the poster session in 4th year and the timing.