



DARTMOUTH MEDICAL SCHOOL

SENIOR ASSOCIATE DEAN FOR MEDICAL EDUCATION

Hinman 7005

306D Remsen

Hanover, NH 03755-3847

Telephone 603-650-7679

Facsimile 603-650-6841

David.Nierenberg@Dartmouth.edu

Tuesday, May 31, 2005

To: Members of Medical Education Committee
From: David W. Nierenberg
Subject: Minutes - Meeting held Tues., May 24, 2005 - 4:00 to 5:30 pm, 758 E/W Borwell

Members Present: James AuBuchon, Rich Comi, Bill Garrity, John Hwa, Petra Lewis, Dave Nierenberg, Ben Northrup (Year 1), Roshini Pinto-Powell, Brian Reid, and Eric Shirley = 10

Members Absent: Jamie Bessich (Year 2), Patty Carney, Barbara Conradt, Aparna Dave (Year 1), Kristin Elias (Year 4), Leslie Fall, Si France (Year 3), Don Kollisch, Brian Kowal (Year 4), Gene Nattie, Kelly Oh, Joao Tiexeira (Year 2), and Ted Yuo (Year 4) = 13

Guests: Brett Chevalier, Nan Cochran, Will Nugent, Greg Ogrinc, and Jennifer Schiffman = 5

Scheduled Meetings:

Sept. 21	Oct. 19	Nov. 23	Jan. 18	Feb. 15	Mar. 22	Apr. 19	May 24
758 W Borwell	758 W Borwell	758 W Borwell	Fuller Board Room	Aud. C (Cancelled)	758 W Borwell	758 W Borwell	758 W Borwell

I. Course Evaluations (for LCME complicity)

In order for the MEC to evaluate all courses (as suggested by the LCME), Dave Nierenberg created an evaluation form (Attachment A) for each course director to complete during the summer. He solicited suggestions from the membership for additions to the form, the only one of which is as follows:

“How can the Office of Medical Education support the course?”

Dave will add the question and distribute the evaluation forms to course directors in June.

II. Review of On-Doctoring Course

1. Dave distributed a summary (Attachment B) of the discussion of On-Doctoring from the March MEC meeting.
2. Nan Cochran presented a list of proposed changes (Attachment C) designed to increase the rigor and focus of the On-Doctoring courses. They are as follows:
 - a. Use DMEDS to track competencies in interviewing and physical diagnosis skills
 - b. Change year one schedule to weekly sessions
 - c. “Pre-clerkship” - include letter in Dean’s folder
 - d. Improve teaching of oral presentation skills - Macy
 - e. Improve and increase feedback to facilitators
 - f. Observed full interviews in both years
 - g. New evaluation forms using ACGME competencies
 - h. Introducing physical diagnosis skills exam in year one
 - i. Teaching clinical reasoning via cases
 - j. Delete abortion panel/discussion
 - k. Discuss ethics curriculum at DMS – MEC?
 - l. Decrease reflective essays
 - m. Retreat – discussion re: additional content to delete
3. Nan also stated that the name of the course would not be changed, nor would the grading system. She and Jennifer Schiffman plan to sit in on more small group sessions in order to provide better feedback to the facilitators and that the number of large group sessions would decrease in favor of more small groups.
4. Nan distributed the proposed student evaluation form (Attachment D) and the membership suggested the following changes:

- a. Include a small blank area at the end of the form for comments;
 - b. Include a large blank area at the beginning of the form to list general strengths and weaknesses;
 - c. Provide examples of each level of achievement (in the preceptor handbook);
 - d. Increase the scope of the “Skills for Patient Care” section.
5. Dave suggested that the final decision regarding the form should be between Nan Cochran and the preceptors.

James Aubuchon moved that the MEC support the changes proposed for On-Doctoring as listed above. John Hwa seconded and the Committee voted unanimously to support (with the exception of one member who arrived after the vote).

III. Charges to MEC (for LCME complicity)

1. Dave Nierenberg distributed copies of “Charges to MEC” (Attachment E) which, he explained, is the formalization of the tasks and expectations of the Committee. The following issues were raised:
 - a. A direct, concise statement regarding the Committee’s reporting directly to the Dean should be included;
 - b. The order of responsibilities should be reworked to reflect the priorities of the Committee;
 - c. Item 6, which reads “Encourage dialogue and communication between course directors: Make sure we include deliberate overlap, redundancy, and sequencing, but not accidental wasting of curricular time on excess duplication” should be reworked to become more readable;
 - d. The line that reads “but we expect all of our graduates to have the knowledge, skills, and commitment necessary for them to improve their chosen areas of healthcare” should be “punched-up” to include the phrase “excel at and improve”;
 - e. Item 5, which reads “Develop a system for periodically reviewing the outcomes of every course and clerkship: Focus its attention on helping to improve those courses and clerkships each year most in need of improvement.” Should be reworded to include the phrase “design, implement, and reassess,” or “periodically review”;
 - f. Review Item 9 for redundancy and perhaps include its information with Item 11.
 - g. Elaborate on requirements for membership;

- h. Review items 2, 6, and 13 for duplicated points.
2. Dave Nierenberg will consider the suggestion and revise to a final draft for inclusion to these minutes (Attachment F).

IV. Suggested Agenda Items for AY 2005-06

1. Review course summaries;
2. Final report on the Professionalism VIG;
3. New VIG on Substance Abuse;
4. New VIG on Genetics;
5. Assess changes in On-Doctoring, Nutrition, and ICE courses;
6. Discuss final LCME recommendations;
7. Report on new societies (Joe O'Donnell)
8. ICE course including a section on medical controversies (possibly including abortion).