MEMBERS IN ATTENDANCE:

KoKo Aung, M.D., M.P.H., Vice President for Faculty Success, TTUHSC El Paso, Associate Dean for Faculty Affairs, PLFSOM, Ex-Officio, Non-Voting  
Hernando Garcia, M.D., Internal Medicine  
Jose Gavito-Higuera, M.D., Radiology  
Lisa Ayoub-Rodriguez, M.D., Pediatrics  
Stormy Monks, Ph.D., M.P.H., Emergency Medicine  
Daniel Bustamante, M.D., Pathology  
Ricardo Salazar, M.D., Psychiatry  
Jorge Cervantes Gonzalez, M.D., Ph.D., Medical Education  
Gerardo Vazquez, M.D., Family and Community Medicine  
Brian Davis, M.D., Surgery  
Anantha Vellipuram, M.D., Neurology  
Alok Dwivedi, Ph.D., Molecular and Translational Medicine

MEMBERS NOT IN ATTENDANCE:

Mahesh Gajendran, M.D., M.P.H., Internal Medicine – Transmountain  
Richard McCallum, M.D., Community Representative, EPCMS, Non-Voting  
Lisa Kafchinski, M.D., Orthopaedic Surgery and Rehabilitation  
Wayde Miller, M.D., Anesthesiology  
Richard Lange, M.D., M.B.A., President, TTUHSC El Paso, Dean, PLFSOM, Ex-Officio, Non-Voting  
Naima Khamsi, M.D., OB/GYN

GUESTS:

Blake Busey, D.O., Family Medicine – Transmountain  
Miranda Alvarez, Faculty Affairs  
A. Peter Catinella, M.D., M.P.H., Family Medicine – Transmountain  
Cindy Camarillo, Faculty Affairs  
Armando Meza, M.D., Associate Dean for Graduate Medical Education  
Ernesto Jimenez, Faculty Affairs  
Jennifer Molokwu, M.D., M.P.H., Family and Community Medicine  
Kristina Levitt, Faculty Affairs  
Moataz Ragheb, M.D., Ph.D., Psychiatry  
Rosemary Prieto, Faculty Affairs

I. CALL TO ORDER

Daniel Bustamante, M.D.  
Faculty Council President  
Daniel Bustamante, M.D., President of the Faculty Council, called the meeting to order at 12:02 P.M., and welcomed faculty participating via WebEx from the Alberta, Kenworthy, and Transmountain locations. All faculty attended this meeting via WebEx in order to adhere to TTUHSC El Paso’s institutional mandate of Phase III: Restricted Operations, issued in response to the COVID-19 pandemic.

II. REVIEW AND APPROVAL OF MINUTES

Daniel Bustamante, M.D.  
Faculty Council President  
Having met quorum, the Faculty Council members unanimously approved the February 17, 2020 meeting minutes.
Dr. Aung reported the following:

- The release of the 2020 Annual Faculty Evaluations, the 2020 Mid-Point Review cycle, and the 2020-2021 Tenure and Promotion cycle has been delayed. This is to reduce the workload of educators shifting to online instruction and clinicians working on the front lines of the COVID-19 pandemic at TTUHSC El Paso-affiliated hospitals and the TTUHSC El Paso clinics. The timelines will be released when the situation has stabilized, and may continue to be revised as the situation evolves.

Q&A

**Q:** Are we able to optimize telemedicine opportunities for our outpatient providers?

**A:** Telemedicine is being used in some outpatient settings already, though in my experience, it has not yet been optimized. Dr. Diego de la Mora, Interim Chief Medical Informatics Officer, and his team have sent multiple tips and protocol emails about utilizing telemedicine. I will share this concern with Dr. de la Mora.

**Q:** Do our outpatient providers have access to appropriate personal protective equipment (PPE), specifically surgical masks?

**A:** Surgical masks were available in the Internal Medicine clinic last week. I have not yet been to the clinic this week, and cannot speak to the current availability of PPE. I will share this concern with the leaders of clinical services.

- Dr. Salazar commented that the Department of Psychiatry has begun performing 100% of their patient follow-ups through phone calls and WebEx meetings. Normally, new patients have a one-on-one, in-person evaluation with a doctor, but some faculty and residents are uncomfortable scheduling these initial meetings in person due to the present circumstances. Dr. Salazar was concerned about the immediate availability of surgical masks for meetings like this, especially at remote sites and the Psychiatry clinic.
- Dr. Busey clarified a comment he made in the WebEx meeting’s chat box by saying that faculty in his department were issued two surgical masks to use for the week, each of which are to be used for 12-hour periods and then cleaned. He said he was informed that they are working on getting more masks.
  - Dr. Ayoub-Rodriguez commented that this seems unacceptable to her, and questioned at what point do faculty adhere to standards that personal protective equipment is necessary and without it our physicians can’t provide the physician services.
  - Dr. Aung said this was the first time he had heard of physicians only being issued two masks for use during the week at our institution. He commented that he has heard similar reports from other institutions across the country. He said this concern would be relayed to clinical services and clinical affairs leadership.
Faculty Affairs Update Continued...

- Dr. Salazar added that his department had received communication that N95 masks were reserved for physicians treating patients who had tested positive for COVID-19, and that many masks are reusable.
- Dr. Aung received an email from the University Medical Center of El Paso (UMC) about the protocol for reusing N95 masks, not surgical masks. The email outlined the procedure for when to wear the N95 masks, when to discard them, and when to reuse them. The email cited CDC guidelines.

**Q:** What are the mask guidelines for interactions with non-COVID-19 patients?

**A:** The Center for Disease Control (CDC) does not recommend using N95 masks with every patient unless the healthcare professional is displaying symptoms, but the guidelines are evolving with the situation.

- Dr. Salazar shared that he had received communication from the President’s Office via his Department Chair that every healthcare provider should be wearing a surgical mask during every patient interaction.
- Dr. Bustamante shared that the Department of Pathology had implemented a similar policy.
- Dr. Ayoub-Rodriguez suggested the Faculty Council write a formal letter stating that adequate PPE is necessary for our frontline providers and to set standards for faculty interactions with patients.
  - Dr. Aung stated that in his role as Faculty Council President, Dr. Bustamante would be able to share these concerns with Dr. Lange.
- Dr. Ragheb shared the CDC’s guidelines for protecting healthcare personnel, which can be found at this website: [www.cdc.gov/hai/prevent/ppe.html](http://www.cdc.gov/hai/prevent/ppe.html). He stated that providers at the Transmountain site were also issued two surgical masks to use for the week during regular patient encounters. The N95 masks are reserved for encounters with patients who are suspected to have COVID-19.
- Dr. Vellipuram encouraged everyone to follow CDC guidelines. He added that the turnaround time for IT help has gone up because of the increase in the number of people working from home on laptops. He commented that the IT department will need a plan and more help in order to support TTUHSC El Paso’s Phase III operations.

---

### IV. EPCMS UPDATE

**Lisa Ayoub-Rodriguez, M.D.**  
El Paso County Medical Society (EPCMS) Representative

On behalf of Dr. McCallum, Dr. Ayoub-Rodriguez reported the following:

- The EPCMS has formed a task force to communicate via newsletter with members about all COVID-19 testing opportunities, and particularly best office practice approaches for patient encounters in the current environment.
- At the last meeting, which occurred before any cases of COVID-19 were reported in El Paso, it was noted that many private practices in El Paso are single-provider practices, which is not the case in much of Texas. Some of these providers reached out to the TMA to ask for support or help with infrastructure.
- The Texas Medical Association (TMA) fall meeting scheduled for April 30th, May 1st, and May 2nd has been cancelled, as have many upcoming medical conferences.
EPCMS Update Continued...

- RotaCare, the student clinics, and the Texas Tech Free Clinics will be closed until April 18th. There is a system in place for handling all patient calls and prescription refills with the assistance of the clinic student leadership team.
- Dr. McCallum has initiated a resolution to be sent to the TMA Legislation Committee to recommend a different annual fee structure for full-time academic physicians, specifically that annual dues be reduced to 50% of the current membership fee in both the TMA and EPCMS organizations.
- The flu report from the EPCMS is starting to decrease. There were over 7,000 flu cases in El Paso this year, compared to just over 2,000 last year. However, this month, the number of cases started to trend downward.

V. STANDING COMMITTEE REPORT

Armando Meza, M.D.  
Chair, Committee on Graduate Medical Education  
Dr. Meza presented the Graduate Medical Education Committee’s standing report to the Faculty Council.

![Standing Committee Report Graduate Medical Education](image)

*Please see attached report.

VI. NEW BUSINESS

Daniel Bustamante, M.D.  
Faculty Council President  
Dr. Bustamante reported the following:
- He welcomed the Department of Anesthesiology’s new Faculty Council Representative, Wayde Miller, M.D., Assistant Professor of Anesthesiology.
- The Committee on Medical School Admissions has three vacant seats to fill.
- The Committee on Evaluation of Educational Programs has two vacant seats to fill.
  - An email containing more details about nominations will be sent to the Faculty Council representatives. Nominations for these committees should be sent via email to Miranda Alvarez, M.A. in the Office of Faculty Affairs.

VII. FACULTY COUNCIL PRESIDENT’S REPORT

Daniel Bustamante, M.D.  
Faculty Council President  
Dr. Bustamante reported the following:
- The traditional PLFSOM Annual Doctor’s Day Breakfast will not be held due to the COVID-19 pandemic.
- The 7th Annual PLFSOM Faculty Governance Retreat has been postponed as WebEx would not be a conducive forum for a retreat. This year’s topics will include:
Faculty Council President’s Report Continued...

- Marketing TTUHSC El Paso Services / Promoting Ourselves
- Faculty Incentives
- Mentoring

Q&A

- Dr. Vellipuram commented that physicians are currently under a great amount of stress due to the COVID-19 pandemic. He suggested the Faculty Wellness Program offer support and services, such as a helpline, where a faculty member could talk to someone about their stress. In the coming days, burnout and stress are going to become more common among our faculty and residents.
  - Dr. Bustamante said he would reach out to Dr. David Briones, Director of Wellness Initiatives, about the program’s plan to offer services.
  - Dr. Aung added that the Faculty Wellness Program sent an email on Friday, March 20, 2020 containing resources and tips for faculty members to utilize during the COVID-19 pandemic.
- Dr. Ayoub-Rodriguez suggested holding an all-faculty WebEx meeting to discuss experiences and needs.
  - Dr. Bustamante said this could be further discussed during the next Faculty Council Steering Committee meeting.
  - Dr. Aung added that having a general faculty meeting is feasible.

VIII. ADJOURNMENT

Daniel Bustamante, M.D.
Faculty Council President

Daniel Bustamante, M.D., adjournd the meeting at 12:46 P.M. He reminded the Faculty Council that the next meeting will take place Monday, April 20, 2020 from 12:00 – 1:00 PM via WebEx.

Daniel Bustamante
Daniel Bustamante (Jun 30, 2020 09:37 MDT)

Daniel Bustamante, M.D.
PLFSOM Faculty Council President
Standing Committee Report
Graduate Medical Education

Presented by:
Armando Meza M.D.
Associate Dean GME
Designated Institutional Official
Date: March 23, 2020

Committee Composition and Terms of Service

GMEC

Membership

A Sponsoring Institution with multiple ACGME-accredited programs must have a GMEC that includes at least the following voting members:  

1. the DIO;  
2. a representative sample of program directors (minimum of two) from its ACGME-accredited programs; and,  
3. a minimum of two peer-selected residents/fellows from among its ACGME-accredited programs; and,  
4. a quality improvement or patient safety officer or designee.
Committee Charge

Responsibilities: GMEC responsibilities must include:

Oversight of:

- the ACGME accreditation status of the Sponsoring Institution and each of its ACGME-accredited programs; (Outcome)
- the quality of the GME learning and working environment within the Sponsoring Institution, each of its ACGME-accredited programs, and its participating sites; (Outcome)
- the quality of educational experiences in each ACGME-accredited program that lead to measurable achievement of educational outcomes as identified in the ACGME Common and specialty/subspecialty-specific Program Requirements; (Outcome)
- the ACGME-accredited program(s)’ annual program evaluations and self-studies; (Core)
- all processes related to reductions and closures of individual ACGME-accredited programs, major participating sites, and the Sponsoring Institution; and, (Core)
- the provision of summary information of patient safety reports to residents, fellows, faculty members, and other clinical staff members. At a minimum, this oversight must include verification that such summary information is being provided. (Core)

Committee Charge

Review and approval of:

- institutional GME policies and procedures; (Core)
- annual recommendations to the Sponsoring Institution’s administration regarding resident/fellow stipends and benefits; (Core)
- applications for ACGME accreditation of new programs; (Core)
- requests for permanent changes in resident/fellow complement; (Core)
- major changes in each of its ACGME-accredited program structure or duration of education; (Core)
- additions and deletions of each of its ACGME-accredited programs’ participating sites; (Core)
- appointment of new program directors; (Core)
- progress reports requested by a Review Committee; (Core)
- responses to Clinical Learning Environment Review (CLER) reports; (Core)
- requests for exceptions to clinical and educational work hour requirements; (Core)
- voluntary withdrawal of ACGME program accreditation; (Core)
- requests for appeal of an adverse action by a Review Committee; and, (Core)
- appeal presentations to an ACGME Appeals Panel. (Core)
Current Issues/Concerns

<table>
<thead>
<tr>
<th>GME Program Accreditation Table</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ACGME Program</strong></td>
</tr>
<tr>
<td>-------------------</td>
</tr>
<tr>
<td>1 Emergency Medicine</td>
</tr>
<tr>
<td>2 Family Medicine</td>
</tr>
<tr>
<td>3 Sports Medicine</td>
</tr>
<tr>
<td>4 Internal Medicine</td>
</tr>
<tr>
<td>5 Cardiology</td>
</tr>
<tr>
<td>6 Gastroenterology</td>
</tr>
<tr>
<td>7 Neuroradiology</td>
</tr>
<tr>
<td>8 Neurology</td>
</tr>
<tr>
<td>9 Obst/Gyn</td>
</tr>
<tr>
<td>10 Pediatrics</td>
</tr>
<tr>
<td>11 Psychiatry</td>
</tr>
<tr>
<td>12 CA/Psych</td>
</tr>
<tr>
<td>13 Ger. Psych</td>
</tr>
<tr>
<td>14 Radiology</td>
</tr>
<tr>
<td>15 Surgery</td>
</tr>
<tr>
<td>16 IM/Psych</td>
</tr>
<tr>
<td>Orthopedics</td>
</tr>
<tr>
<td>Institutional</td>
</tr>
</tbody>
</table>

Non ACGME

1 Body Imaging | 08/30/2018 | Accredited | 0 | None | None | | TMI: Expires 2024 |
2 Women’s Imaging | 12/30/2018 | Accredited | 0 | None | None | | TMI: Expires 2020 |

Actions/Events Since Last Report

- Institutional/Training Program Accreditation Citations Action Plan
  - Pending letter
    - No citations anticipated
- GME Policies Updated
  - Adverse Action Appeals Policy
- GME Training
  - Online and live presentations
  - Partners in Medical Education Passport
- Work Environment/Training Sites
  - Wellness activities
  - ACGME Site Visit for IM and Psychiatry
- Transmountain Campus Residencies Project
  - Internal Medicine
  - Psychiatry
  - Family Medicine
  - Obstetrics and Gynecology
Upcoming Actions

- Disciplinary Action Appeal Policy Review
- IM, Psych, Tenet residencies opening
- OB/GYN and FM Tenet applications submission
- Residency coordinators professional development
- Assistant Dean GME, TM Campus

Q&A