

**Advisory Graduate Medical Education Council (AGMEC)**  
**Clinical Academic Building, Conference Room 3405**  
**125 Paterson Street, New Brunswick, NJ**  
**Wednesday, May 11, 2011**

**Voting Members Present:**

Marie Trontell, MD, Chair  
Emmanuel Ashong, MD (via telephone)  
Richard Goldstein, MD (via telephone)  
Ms. Betsy Ryan (via telephone)  
John Sensakovic, MD (via telephone)  
Susan Volpicella-Levy, DO (via telephone)

**Non-Voting Members Present:**

Sindy Paul, MD, Medical Director, NJ Dept. of Health & Senior Svcs.

**AGMEC Counsel Present:**

John Franzini, Deputy Attorney General

**Members of the Public Present:**

Anthony LaBue, Esq., Decotiis, FitzPatrick & Cole, LLP

Dr. Marie Trontell, Chairperson, called the meeting to order at 10:00 a.m. She announced that notice of the meeting was provided in accordance with the provisions of the Open Public Meetings Act. There was a quorum of voting members present, either in person or via teleconferencing.

A motion was made to approve the minutes of the meeting of July 29, 2010. The minutes were approved unanimously.

AGMEC next considered the application of St. George's University School of Medicine to institute Fourth Year Elective Clinical Clerkship Programs at Hackensack University Medical Center. Dr. Sindy Paul, Chair of the Subcommittee appointed to evaluate St. George's application for compliance with the provisions of AGMEC's enabling legislation, gave a brief summary of the report of the Subcommittee and its recommendations

A motion was made to adopt a Resolution approving St. George's application.

The following Resolution was approved unanimously

### **RESOLUTION**

**WHEREAS**, pursuant to N.J.S.A. 18A:64H-13 the Advisory Graduate Medical Education Council of New Jersey (AGMEC) must review and approve or disapprove “each application made by an alternatively accredited medical school to increase the number of students participating in clinical clerkships or to increase the number of programs operated by the school;” and

**WHEREAS**, pursuant to the provisions of N.J.S.A. 18A:64H-9e, Saint George’s University School of Medicine (SGUSOM), located on the island of Grenada, West Indies, is an alternatively accredited medical school; and

**WHEREAS**, SGUSOM is currently approved to operate specific clinical clerkship programs at several teaching hospitals in New Jersey including Hackensack University Medical Center (HUMC) in Bergen County, New Jersey; and

**WHEREAS**, SGUSOM submitted an application to AGMEC to institute new clinical clerkship programs at HUMC for fourth year medical students; and

**WHEREAS**, HUMC is licensed as an acute care general hospital by the New Jersey Department of Health and Senior Services and accredited by the Joint Commission on Accreditation of HealthCare Organizations; and

**WHEREAS**, HUMC is a teaching and research hospital affiliated with the University of Medicine and Dentistry of New Jersey – New Jersey Medical School (UMDNJ-NJMS); and

**WHEREAS**, UMDNJ presently operates several Accreditation Council for Graduate Medical Education (ACGME) accredited residency or fellowship programs at HUMC including programs in Internal Medicine, Pediatrics, General Surgery, Psychiatry, Obstetrics and Gynecology, Anesthesiology, Cardiovascular Disease, Gastroenterology, Geriatrics, Infectious Disease, Nephrology, Pediatric Infectious Disease, Otolaryngology, Pathology, Plastic Surgery, Pulmonary Disease and Critical Care, and Urology; and

**WHEREAS**, UMDNJ-NJMS presently operates clinical clerkship programs at HUMC for its third and fourth year medical students; and

**WHEREAS**, SGUSOM seeks approval to operate clinical clerkship programs at HUMC that would accommodate up to sixty-four (64) of its fourth year medical students; and

**WHEREAS**, SGUSOM has requested approval of seventeen (17) individual programs over seven (7) departments: Internal Medicine, Ob/Gyn, Psychiatry, Surgery, Pediatrics, Pathology and

Anesthesiology; and

**WHEREAS**, SGUSOM seeks approval for up to eighty-one (81) fourth year clinical clerkship positions to be filled by no more than sixty-four (64) fourth year medical students during all rotations; SGUSOM states that the reason that the number of requested positions exceeds the maximum number of participating students is to afford fourth year medical students flexibility in their choice of rotations and to account for the presence of medical students from other schools in those rotations; and

**WHEREAS**, SGUSOM's application was deemed complete as of March 4, 2011; and

**WHEREAS**, AGMEC appointed a Sub-committee to evaluate SGUSOM's application to operate clinical clerkship programs at HUMC for its fourth year medical students; and

**WHEREAS**, the Sub-committee reviewed the written materials submitted by the applicant, conducted a site visit to HUMC and in-person interviews with clinical clerkship directors for the proposed fourth year programs; and

**WHEREAS**, the Sub-committee prepared a report with recommendations regarding SGUSOM's application; and

**WHEREAS**, the Sub-committee recommended that the application be approved with certain conditions; now therefore be it

**RESOLVED**: That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the eight (8) requested fourth year medical student clerkships in an Internal Medicine subinternship; and be it further

**RESOLVED**: That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the six (6) requested fourth year medical student clerkships in an Ob/Gyn subinternship; and be it further

**RESOLVED**: That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the six (6) requested fourth year medical student clerkships in a Pediatrics subinternship; and be it further

**RESOLVED**: That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the six (6) requested fourth year medical student clerkships in a Psychiatry subinternship; and be it further

**RESOLVED**: That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the six (6) requested fourth year medical student clerkships in a Surgery subinternship; and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the nine (9) requested fourth year medical student clerkships in Anesthesiology; and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the four (4) requested fourth year medical student clerkships in Cardiovascular Disease (Internal Medicine); and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the two (2) requested fourth year medical student clerkships in Gastroenterology (Internal Medicine); and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the four (4) requested fourth year medical student clerkships in Geriatric Medicine (Internal Medicine); and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the four (4) requested fourth year medical student clerkships in Infectious Disease (Internal Medicine); and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the two (2) requested fourth year medical student clerkships in Nephrology (Internal Medicine); and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the four (4) requested fourth year medical student clerkships in Pathology; and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the two (2) requested fourth year medical student clerkships in Plastic Surgery (Surgery); and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the six (6) requested fourth year medical student clerkships in Pulmonary Disease/Critical Care (Internal Medicine); and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the six (6) requested fourth year medical student clerkships in Urology (Surgery); and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the two (2) requested fourth year medical student clerkships in Pediatric Infectious Disease (Pediatrics) during the months that a Pediatric Infectious Disease fellow is present at HUMC; the clerkship shall not operate during the time that a Pediatric Infectious Disease fellow is not assigned by UMDNJ to HUMC; and be it further

**RESOLVED:** That for the reasons set forth in the Report of Sub-committee, attached hereto and made a part hereof, AGMEC hereby approves for a period of two years the four (4) requested fourth year medical student clerkships in Otolaryngology (Surgery); and be it further

**RESOLVED:** That no more than sixty-four (64) fourth year medical students shall be permitted to participate in the approved programs at any time during the academic year;

**RESOLVED:** That for all of the above approved specific clinical clerkship programs for fourth year medical students, the ratio of medical students from all medical schools (i.e., UMDNJ-NJMS and SGUSOM) in the clinical clerkship program to residents in that program shall not exceed the 2 to 1 ratio set forth at N.J.S.A. 18A:64H-13b during any clinical rotation; and be it further

**RESOLVED:** That prior to the start of any clinical program at HUMC, SGUSOM shall provide AGMEC a list identifying each student participating in each clinical clerkship program; and be it further

**RESOLVED:** That SGUSOM shall submit an annual report to AGMEC on October 1 of each year for each approved specific clinical clerkship program. The elements of the Annual Report shall include, but not be limited to:

1. Updated board certification documentation for the DME, any department chair, any clinical clerkship director, and any faculty member whose board certification expired during the year.
2. Updated ACGME site visit reports for all specialty areas in which an ACGME site visit report was received during the year.
3. A list of students and copies of their USMLE part 1 passage documentation and confirmation of their criminal background check.

4. For each month beginning with July 2010 through and including July of the following year, provide the number of residents and medical students (from SGUSOM and all other medical schools), for each specific clinical clerkship program. With regard to the number of students, provide a breakout by medical school of the number of third and fourth year medical students.

5. A narrative description of the events surrounding the removal of any student from a clinical clerkship.

6. A narrative description of the events surrounding the removal of any faculty member from a clinical clerkship program.

7. The USMLE Step 2 passage rate for students who completed a clinical clerkship in at least one specialty.

8. An updated list of any department chairs and clinical clerkship directors appointed during the year along with their CV, and board certification documentation.

9. The name, CV, and board certification documentation if a new DME is appointed during the year.

10. The total and average daily patient census for each of the approved specific clinical clerkship programs for the clerkship year.

Old Business: None

New Business: None

Public Comment: None

A motion was made and a resolution approved to move to closed session to consider the minutes of the executive sessions held at the meetings of June 25, 2009 and March 25, 2010. The resolution also provided that the minutes of this closed session would be available to the public when the need for confidentiality no longer existed.

Upon returning from closed session, a motion to adjourn was approved

The meeting adjourned at 10:30 a.m.