

These draft minutes have not been approved by the committee.

COMMITTEE ON ACCREDITATION AND
CONTINUING MEDICAL EDUCATION (CACME)

February 24, 2009, 6:00 p.m.
Murphy Conference Room
1300 Godward Street NE, Suite 2500
Minneapolis, MN 55413

MINUTES

Members Present:

Robert C. Moravec, MD, Chair
James L. Anderson, MD
Donald S. Asp, MD
Michael L. Daly, Jr., MD
Thomas E. Elliott, MD (conf. call)

Jamie D. Santilli, MD
Thomas J. Satre, MD
Richard J. Schindler, MD (conf. call)
John D. Tobin, Jr., MD, MPH
Jack L. Wilson, MD (conf. call)

Members Absent:

Bruce E. Adams, MD
Sureshbabu N. Ahanya, MD
Robert W. Beattie, MD

Hossein Gharib, MD
Anthony C. Orecchia, MD
Richard A. Wehseler, MD

Staff Present:

Jane Phillip

Kathy Messerli

I. Call to Order/Introductions/Approval of Minutes

Chair Robert C. Moravec, MD, called the meeting to order at 6:00 p.m. Introductions were made. New committee members whose terms began January 1, 2009, are as follows: Sureshbabu N. Ahanya, MD, St. Paul; James L. Anderson, MD, Duluth; and Robert W. Beattie, MD, East Grand Forks. Robert C. Moravec, MD, St. Paul; Richard J. Schindler, MD, Austin; and Richard A. Wehseler, MD, New London, were reappointed to the committee.

The minutes of the November 11, 2008, meeting were approved as corrected to indicate that Dr. Wilson attended the meeting by conference call.

II. Election of Vice Chair

Dr. Wilson was nominated to be vice chair of the committee. There were no further nominations.

IT WAS MOVED, SECONDED, AND ADOPTED to elect Jack L. Wilson, MD, as vice chair of the committee for 2009.

III. Informational Updates

A. MMA Staff Changes

As of mid-December 2008, the CME and accreditation programs report to Kathy Messerli, director of Member Relations. Jane Phillip is scheduled to retire at the end of May. The process of hiring an education manager is underway.

B. ACCME/SMS Annual Conference

Ms. Phillip reported on the conference, which she and Erika Nelson attended in Chicago on December 5-6, 2008. The main focus was on coordinating implementation of the ACCME Updated Criteria for state medical society accredited CME providers and achieving equivalency between ACCME and state medical societies in the

accreditation process. The ACCME proposed increases in fees were also discussed. Staff will keep the committee informed of the MMA's plans related to fee increases.

C. ACCME Surveys

On February 18, 2009, the ACCME conducted videoconference surveys for accreditation of the MMA as a CME provider and for recognition of the MMA as an intrastate accreditor. The ACCME will inform the MMA of the accreditation and recognition decisions in late July 2009.

IV. Accreditation Program

A. Committee Training and Discussion of New Survey/Decision-making Process

Staff and the committee continued reviewing compliance and decision-making issues related to the Updated Accreditation Criteria, as outlined in the February recognition update from the ACCME. After reviewing the ACCME's revised surveyor report and documentation review forms, the committee decided to test the new surveyor report form for the two April surveys, but to continue using the current MMA documentation review form.

B. Survey Report (The decision report is attached to the minutes.)

St. Cloud Hospital, St. Cloud, accredited through February 2009, was resurveyed January 26, 2009, by Dr. Asp and Jane Phillip. Drs. Daly and Schindler were the CACME reviewers. Dr. Satre left the room during the discussion and voting.

IT WAS MOVED, SECONDED, AND ADOPTED to grant full accreditation to St. Cloud Hospital for four years, effective February 24, 2009.

C. Review of Comments About 2008 Surveys

The committee reviewed comments from four providers, who gave high ratings to the survey process and surveyors. One provider commented that under the Updated Criteria, the self study is too detailed and burdensome with redundant questions and inconsistent requirements and suggested streamlining the process and decreasing busywork.

D. 2008 Annual Reports from Providers

Reports from the 26 accredited providers are due to the MMA on March 20. MMA staff must submit the reports to the ACCME by March 31.

E. Interim Report from Regina Medical Center, Regarding Probationary Status

The committee reviewed the report. While acknowledging that the report was a move toward compliance, the committee requested that the provider submit a more detailed report to include expected times of completion for planned improvements and documentation of the improvements that have been completed. The committee will review the revised report at an upcoming meeting.

F. Upcoming Surveys/2009-2010 Survey Schedule

The following surveys are scheduled:

1. Minnesota Sports Medicine, accredited through May 2009, is scheduled for resurvey April 8, 2009, by Drs. Wilson and Schindler and Jane Phillip.

2. Gillette Children's Specialty Healthcare, accredited by extension through May 2009, is scheduled for resurvey April 22, 2009, by Drs. Moravec, Adams, and Tobin, and Jane Phillip.

The committee also reviewed the survey schedule for 2009 and 2010. A copy is attached to the minutes.

V. Continuing Medical Education

A. Prior Approved CME Credit Report

IT WAS MOVED, SECONDED AND ADOPTED to accept the report on prior designation of CME credit for directly and jointly sponsored CME activities. A copy of the report is attached to the minutes.

B. Annual Report to ACCME/Transparency of Accreditation System

The MMA's 2008 annual report as a CME provider is due to the ACCME by March 31. The committee reviewed a memo from the ACCME regarding increased transparency of the accreditation system and noted the additional information the ACCME will publish on its website regarding ACCME-accredited providers.

C. Annual Provider Conference

Because of the demands of the transition of the survey process to the Updated Criteria and the upcoming staff changes, the committee decided to defer action on holding a provider conference before fall.

VI. Next Meeting/Adjournment

Meetings for the remainder of 2009 are scheduled for May 26, August 25, and November 24 at the MMA office.

The meeting adjourned at 7:45 p.m.