

# UNIVERSITY OF MARYLAND MEDICAL CENTER

## Institutional Committees and Councils

ACGME and the UMMC want to assure that the residents and fellows have the opportunity to participate on committees and councils whose actions affect their education and/or patient care. Our goal is to match the interests of the residents/fellows with that of the activities of the committees and councils. We solicit nominations from program directors, or from the residents/fellows (either self or peer nominations), for participation in one or more of these committees/councils. The participants will be required to attend 75% of the meetings that occur (most are monthly). Currently, there are residents/fellows on the following committees and councils:

### Airway Safety Council

**Meeting Day:** Quarterly on a Wednesday

**Meeting Time:** 4 pm via Teleconference

**Overview:** Involves taking a high-level look at safety issues around airway including difficult airway response and complications related to tracheostomies such as pressure injuries. Residents/Fellows participation is welcome on three subcommittees- tracheostomy, difficult airway, and pediatrics.

### Children's Hospital Quality and Safety Committee (CHQSC)

**Meeting Day:** Bi-monthly; 2<sup>nd</sup> Thursday of the month

**Meeting Time:** 2 pm- 3 pm via Teleconference

**Overview:** The committee reviews Pediatric Quality/Safety data, identify areas of opportunity, and drive change that aligns with UMMC's strategic plan and the organization's Quality and Safety priorities.

### Cross-Campus Psychiatry Quality and Safety Committee

**Meeting Day:** Bimonthly; 3<sup>rd</sup> Monday of the month

**Meeting Time:** 3 pm - 4 pm via Teleconference

**Overview:** The goal of the committee is to review Psychiatry Quality/Safety data, identify areas of opportunity, and drive change that aligns with UMMC's strategic plan and the organization's Quality and Safety priorities.

### Employee Advisory Council

**Meeting Day:** 3<sup>rd</sup> Wednesday of the month

**Meeting Time:** 10 am-11 am via Teleconference

**Overview:** Created to allow greater employee participation; to foster better communication between staff employees and senior leadership; to make recommendations for improvement and to act as a sounding board for topics of interest. The council will exist as a forum to promote these goals as another methodology to move UMMC forward on its path to being a great organization. The council is not intended to act in any advocacy role or negotiate issues on behalf of staff employees.

\*A minimum 2-year commitment is required.

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### **Ethical Advisory Committee**

**Meeting Day:** 2<sup>nd</sup> Tuesday of the month

**Meeting Time:** 11:30 am-1 pm via Teleconference

**Overview:** Discusses ethical topics, policy development, and ethics consults.

### **Executive Infection Control Committee (EICC)**

**Meeting Day:** 2<sup>nd</sup> Wednesday of the month

**Meeting Time:** 2 pm – 3:30 pm via Teleconference

**Overview:** This executive committee oversees the policy approval process related to infection control.

### **Graduate Medical Education Committee**

**Meeting Day:** 4<sup>th</sup> Thursday of the month (no meeting in August and December)

**Meeting Time:** 4:30pm -5:30pm via Teleconference

**Overview:** The GMEC has the authority and responsibility for the oversight and administration of all aspects of graduate medical residency and fellowship education at UMMC, including oversight of the compliance of the Sponsoring Institution and all sponsored Programs with the requirements for accreditation. The GMEC meets monthly, except for August and December. The committee is comprised of the DIO, the Associate DIO, the GME Director, Program Directors, Administrative Staff, peer-selected Residents/Fellows and Faculty.

### **Laboratory Stewardship and Steering Committee**

**Meeting Day:** 4<sup>th</sup> Wednesday of the month

**Meeting Time:** 3 pm-4 pm in the Lipitz conference room

**Overview:** Created to develop and implement interventions to decrease utilization related to laboratory tests to target quality improvement and cost saving opportunities for both patients and the medical center.

### **MEADE Committee (Medication Errors, Adverse Drug Events)**

**Meeting Day:** 2<sup>nd</sup> Wednesday of every month

**Meeting Time:** 12pm - 1pm via Teleconference

**Overview:** This is a multidisciplinary committee involving physicians, pharmacists, nurses, IT, and risk/quality evaluating institutional medication errors and looking into solutions to improve processes/create policies, etc.

### **Medicine Quality and Safety Committee (MQSC)**

**Meeting Day:** Quarterly; 1<sup>st</sup> Thursday of the month

**Meeting Time:** 2:30 pm - 4 pm via Teleconference

**Overview:** The committee reviews Medicine Quality/Safety data, identify areas of opportunity, and drive change that aligns with UMMC's strategic plan and the organization's Quality and Safety priorities.

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### **Neurosciences Quality and Safety Committee (NQSC)**

**Meeting Day:** 1<sup>st</sup> Friday of the month

**Meeting Time:** 2 pm - 3 pm via Teleconference

**Overview:** The goal of the committee is to review service-specific Quality/Safety data, identify areas of opportunity, and drive change that aligns with UMMC's strategic plan and the organization's Quality and Safety priorities.

### **Patient and Family Education Council**

**Meeting Day:** 1<sup>st</sup> Monday of the month

**Meeting Time:** 12 pm – 2pm via teleconference

**Overview:** The Patient Family Education Council is an interdisciplinary group dedicated to improving patient outcomes through multimodal patient and family education. Improving care through bedside partnership with patients and families. The group develops and implements evidence-based strategies designed to educate patients and families at the bedside.

### **Patient Family Advisory Council (PFAC)**

**Meeting Day:** Bi-monthly - starting in December 2024

**Meeting Time:** 5:30 pm-7pm, meeting in person only.

**Overview:** The Council Will be comprised of 8-10 patients/family members of UMMC (current or former) and UMMC leaders.

### **Performance Improvement Steering Committee**

**Meeting Day:** 2<sup>nd</sup> Monday of the month

**Meeting Time:** 12:30 pm – 2 pm in the Lipitz conference Room and via teleconference

**Overview:** Develops and oversees implementation for the plan for improving performance; assesses and monitors organizations' performance; responds to external reviews of the organization's performance, receives reports and monitors outcomes from the medical staff subcommittees and clinical departments, develops a quality training strategy. Reports to the Medical Executive Committee on some matters.

### **Resident/Fellow and Advanced Practice Provider Wellness Committee**

**Meeting Day:** 4<sup>th</sup> Thursday of the month

**Meeting Time:** 3 pm – 4 pm via Teleconference

**Overview:** The subcommittee is focused on developing activities related to resident/fellow/faculty/employee wellness, with participants from GME leadership, residents/fellows, faculty, Advanced Practice Providers leadership, EHS leadership, Psychiatry, and School of Medicine representatives.

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### **Surgical Quality and Safety Committee (SQSC)**

**Meeting Day:** 2<sup>nd</sup> Thursday of the month

**Meeting Time:** 4 pm - 5 pm via Teleconference

**Overview:** The goal of the committee is to review Surgical Quality/Safety data, identify areas of opportunity, and drive change that aligns with UMMC's strategic plan and the organization's Quality and Safety priorities.

### **Transfusion Practices Subcommittee**

**Meeting Day:** Quarterly- in October, January, April, and July

**Meeting Time:** 12 pm – 1 pm via Teleconference

**Overview:** Review, discuss and advise on policies and processes related to blood and blood products. Reports to the Performance Improvement Steering committee.

### **UMMC Diversity and Inclusion Council**

**Meeting Day:** 4<sup>th</sup> Thursday of the month

**Meeting Time:** 10 am -11 am via Teleconference

**Overview:** As a premier healthcare provider, UMMS embraces diversity in the composition of our workforce and in the delivery of culturally sensitive, compassionate, quality care to promote healthy and empowered communities. The Council focuses on initiatives for improving diversity and inclusion within the University of Maryland Medical Center and the University of Maryland Medical System like ERGs (PRIDE, EMBRACED, EmpowHER).

\*A minimum 2-year commitment is required.

### **UM School of Medicine Council**

**Meeting Day:** Monthly except in July and August

**Meeting Time:** Will be notified in advance, meeting will be In-person, virtual, or hybrid

**Overview:** The School of Medicine Council is the shared governance body for the School of Medicine. It consists of all department chairs and program/center/institute directors as ex officio non-voting members and elected faculty member voting representatives from each academic department proportional to the number of faculty within the department. It also includes representatives from various constituencies such as Affiliated Medical Centers, the Medical Alumni Association, the UMMC House Staff and the UMB Faculty Senate. While the Dean and Executive Committee retain control over the operations of the School, the faculty retains the full authority for decisions related to the content and design of academic program curricula, academic policies and procedures, admissions standards and requirements, grading standards, progression and advancement standards, and educational program outcomes. The meetings have an agenda that is distributed in advance that typically consists of faculty, appointment, promotion and tenure items, informational items relevant to faculty and often a research presentation.

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### UMMC High Opportunity Units Committee

**Meeting Day:** Monthly

**Meeting Time:** will be notified in advance, in-person and via teleconference

**Overview:** The High Opportunity Units are the units with the highest number of patient experience surveys. The goal is to improve the scores on these units because it will have the biggest impact on overall patient experience. Guests address hot topics, updates, shared concerns, and best practices. The Committee meets monthly with the nurse managers of the units and invited guests.

### UMMC Medical Executive Committee

**Meeting Day:** 4<sup>th</sup> Wednesday of the month (3<sup>rd</sup> Wednesday in November and December)

**Meeting Time:** 7:30 am – 8:30 am (12 pm – 1 pm in Nov and Dec) at the Lipitz Boardroom.

**Overview:** The Committee is comprised of all clinical department Chairs and hospital leaders. The committee coordinates and implements professional and organizational activities/policies of the medical staff, receives reports/recommendations from Medical Staff Departments, Committees, and assigned activity groups and recommends action to the Hospital CEO and Board of Directors on medical staff matters including review and approval of all credentialing/privileging. The committee also reviews quality and appropriateness of services provided as well as reports from the Graduate Medical Education Committee.

### Workplace Violence Committee

**Meeting Day:** 3<sup>rd</sup> Thursday of the month

**Meeting Time:** 10:00 am – 11 am via Teleconference

**Overview:** This is a committee focused on reducing workplace violence (verbal, physical, patient to staff, staff to staff) The group meets monthly with several subgroups.