**West Virginia University Health Sciences Center**

**IPE Steering Committee Meeting**

**MINUTES**

**FEBRUARY 18, 2015 – 2:30 PM**

**ROOM: FINANCE CONFERENCE ROOM HSC**

Those attending:

Rachel Abraham, MD, MPH, Director, Workforce Development and Extended Learning, School of Public Health

Charles (Chuck) Coole, BA, Grant Education Coordinator, IPE

Christina DeBiase, MA, EdD, Associate Dan for Academic Affairs, School of Dentistry

Rashida Khakoo, MD, MACP, Professor and Section Chief, School of Medicine

Rebecca (Becky) Kromar, RN, DNP, MBA, School of Nursing

Ralph Utzman, PT, MPH, PhD, Associate Professor and Academic Coordinator of Clinic Education

Louise Veselicky, DDS, MDS, Associate Vice President, Academic Affairs, HSC

and

Georgia Narsavage, Director, Office of InterProfessional Education

Those unable to attend:

Amy Burt, MOT, OTY/L, Assistant Professor, Occupational Therapy

Scott Cottrell, EDD, Associate Dean, Student Services, School of Medicine

Mary Beth Mandich, PT, PhD, Associate Dean, Professional Programs, School of Medicine and Chair, Physical Therapy

Michael Mueller, Student, School of Medicine

Kari Sand-Jecklin, EdD, RN, AHN-BC, Director of BSN Programs, School of Nursing

Mary Stamatakis, PHARMD, Assistant Dean for Academic Affairs, School of Pharmacy

April Vestal, MPH, Associate Director, Institute for Community and Rural Health

Travis White, PharmD, BCACP, Clinical Assistant Professor, School of Pharmacy

David Wilks, MD, Professor, School of Medicine

OPENING OF MEETING

Dr. Narsavage opened the meeting at 2:30 pm, asking for any changes or additions to the January 28, 2015 Minutes. She noted that Kari Sand-Jecklin had replaced Elisabeth Shelton on the committee. There were no corrections; the Minutes were approved.

Update on IPE Office Activities

* IPE Speaker Series

Updates on dates and locations will be posted on the IPE Website. Dr Moss will not be able to present on IPE Ethics as originally scheduled in April he recommended that Lori Constantine and Becky Kromar be asked to present. The committee thought that the SOM faculty also be invited and Becky Kromar suggested we ask Carl Grey and Sandra Padrosa to participate. R. Abraham will send a request to all for Wed April 22 – Room 2116 is reserved.

* IPE EVALUATIONS: SEI questions (attached) will be uploaded on SOLE and sent to students the first week of April following completion of last session. They will be open for 2 weeks with a one week reminder sent to students with responses anonymous..

Session 3 evaluations have been transcribed and Chuck Coole shared one section of analysis using most frequent words – this was thought to be useful. Dr. DeBiase noted that a self reflection analysis – looking for words that were in the descriptive competency would be a good approach.The committee discussed this method further and also thought we could continue it. However, if the evaluation by Dr. Curtis provided useful data for session 1 & 2, we contract for his office to follow-up on session 3 and perhaps 4. We will review the outcomes from Dr. Curtis – hopefully by next meeting. We agreed with Dr. DeBiase that using the same analysis method through all 4 sessions would be best.

* “Communication” Faculty Development Workshop

The workshop is confirmed for April 10, 2014. Dr. Narsavage reported that the IPE classrooms were not available from 10 to 12 so the breakout sessions for the morning will be held in 3022 and JJA,B,C. The program will be presented by the Alan Alda Center for Communicating Science (Stoneybrook University , NY) as two half day sessions to best accommodate clinician schedules. The 3 hour sessions will be repeated on “improvisation” and “tailoring your message” so individuals present all day can attend both. The schedule for the day is attached and “save the date” emails will be sent next week. . Dean Kreider (CCA) and Dean Reed have been asked to identify faculty who could be involved so that we might be able to offer a similar workshop at WVU in the future.

* Support for Macy and HRSA Grant Development

Dr. Narsavage reported that the CTSI will assist with the budget forms; there is more detail needed than just a letter

* Repeated survey (from 2011) on IPE faculty development needs has been distributed (see attached) and responses are over 150 currently. It will close Feb 27th.

UPDATE ON BENEDUM COMMUNITY-BASED CARE GRANT RFP DISTRIBUTION

Project Co-Directors Dr. Michael McCawley, Professor in the WVU School of Public Health and Dr. Geah Pressgrove, PhD, from the WVU Reed College of Media working with community partner Mr. David Stover of the Wyoming County Courthouse have submitted a subgrant application which is currently under review. Their proposed project titled “Southern West Virginia Lifestyle (SWVL) Project” is to design and execute tailor-made education and persuasion programs that support area residents in developing and maintaining healthy lifestyles. It will involve students from public health and media majors. The request is for funding in the amount of $10,000 with a start date of March 2, 2015.

Dr. Narsavage asked members to continue to let faculty know that grants are still available under this program until June 30, 2015.

**POTENTIAL FOR STUDENT INVOLVEMENT: INSTITUTE FOR HEALTHCARE IMPROVEMENT (IHI) STUDENT CHAPTER –** see attached information from IHI website.

Dr. Narsavage asked for ideas for how to contact students or faculty sponsors. Nothing has been heard from Mike Mueller. Discussion by the committee suggested that people who are involved with QI and similar projects might be interested in working with students on an IHI chapter. Dr. Khakoo suggested Dr. Greg Bretto from the SOM who works with AGCME requirements and showcases QI projects on Residency Day; R. Kromer suggested Dr. Tina Antill who teaches the EBP course in nursing; Dr. Utzman suggested Dina Jones (PT) who works with EBP for the PT program. MLS also has a QI focus and should be contacted. An email based on these suggestions will be sent by G. Narsavage to see if there is any interest.

**UPDATE ON PLANNING FOR SPRING 2015 SESSION USING TEAM-STEPPS/ROOT CAUSE ANALYSIS:** BECKY KROMAR - **SESSION 4:**

**DATE: MARCH 30 - TO BE HELD AT ERICKSON ALUMNI CENTER**

* Competency: Quality and Safety
* Method: Unfolding Case Study using TeamSTEPPS® Method
* Terminology quiz will be sent to students as a word document to be completed before class and printed out – extra copies will be available at session.
* End of session question: *What two things will you try to do for quality and safety in taking care of a patient after this session?* Will be distributed on a color-coded card for completion during work session with faculty facilitator.
* Evaluation on scantron forms – will assess the Q& S questions from AHRQ and then retest the roles quiz. The questions will be separated by a grey box to indicate a different area of evaluation – questions will be consecutively numbered. Cost for scantron forms is prohibitive
* Planned timeline - 4:15 Student Arrival

4:30-5:15 Introduction and Content

5:15-6:00 Small Group Work, Dinner & Evaluation Forms

(There are multiple evals that the students need to complete)

6:00-6:30 Post-small group wrap up, any conclusion remarks

6:30-6:40 Dismissal - this might be extended to 7pm with later start time of 4:30 pm)

**SOLE SURVEY PLANNING**

Chuck Coole gave an update on SOLE short answer (500 words) question with a “grading rubric” to be reviewed by faculty participating in IPE – suggested question is:

*How could what you learned during the 4 IPE sessions influence patient care? Please address the 4 sessions (Professional Roles/Teamwork/ Communication/ Quality & Safety) in your response and limit it to 500 words.*

The proposed rubric (Diana Davis) is needed to allow schools/programs to grade the answer if desired. After discussion, it was decided that the question will be sent with the SEI survey in April.

Discussion was held on how to obtain data from the last 3 years of activities or evaluations that incorporated IPE – Chuck Coole will work with Dr. Narsavage to compile a list of types of activities that might be reported (e.g., abstracts, accreditation reports) and send to academic deans to request submission to IPE office by May. Dr. Veselicky noted that Digital Measures templates are being designed and should include IPE activities so reports can be easily run off.

**CALENDAR REVIEW FOR 2015-16 – NEED DATES FOR 6 POTENTIAL SESSIONS** – also a back-up date on schedule. A doodle poll was suggested – C. Coole will send poll link to all academic Deans and Program directors to identify all possible dates – then discussion at next meeting will be to confirm at least 7 dates that are available for scheduling AY 2015-16.

**ADJOURNMENT** The meeting was adjourned at 3:30 p.m. The next scheduled meeting for the IPE Steering Committee is Wednesday, March 18, 2015 at 2:30 p.m.