**West Virginia University Health Sciences Center**

**IPE Steering Committee Meeting**

**MINUTES**

**December 17, 2014 – 1:00 p.m.**

**HSC Administrative Conference Room**

Those attending:

Georgia Narsavage, Director, Office of InterProfessional Education

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

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

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

Elisabeth Shelton, RN, PhD, Associate Dean for Academic Affairs, School of Nursing

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

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

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

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

Michael Mueller, Student, School of Medicine

David Wilks, MD, Professor, School of Medicine

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

 Those unable to attend:

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

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

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

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

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

**REVIEW OF MINUTES AND UPDATES –November 19, 2014**

Dr. Narsavage opened the meeting at 1:00 p.m. and asked for any changes or additions to the November 19, 2014 Minutes. Mary Stamatakis was unable to attend and needs to be added to the list. The Minutes were approved as corrected.

**UPDATE ON IPE OFFICE ACTIVITIES**

**IPE Speaker Series-** Rachel Abraham reported that Anne Cather could not make the tentative date of January 23rd and asked if she could try for another faculty person from SOM to present on the My First Patient program. She will follow up with Dr. Cather to see if there is anyone else who was involved. All would prefer if a date could be found when Anne could be a co-presenter. Suggested date for January 28 will be confirmed with Dr. Veselicky and with Dr. Cather joining for discussion if she can.

03/13 was suggested as date for SOM IPE with Scott Cottrell and Dean Ross – Scott cannot make that date and suggested moving to 03/03 or 03/10. Rachel will check with Dean Ross.

04/10 will be the IPE Faculty Workshop day and will be held in the IPE classrooms – speakers on Communication from The Alda Center for Communicating Science (NY) have been asked to present.

04/22 date with Woody Moss as speaker on IPE and Ethics

**Faculty training sessions – outcome from December 12 and 15, 2014 review of “quiz” on abbreviations used in different professions.**

The communication abbreviations test was discussed and it was decided that no word definitions would be included. There was a need for abbreviations from medicine and Dr. Cottrell supplied them – the Quiz will be revised and used as prework for session 3 or 4.

**Plan for “Communication” faculty development workshop – April 10, 2014**

**Alan Alda Center for Communicating Science**

Georgia gave a brief description of the workshop based on their website descriptions and her discussion with the director of the center, Dr. Evonne Kaplan-Liss. Contact to the WVU Media school and the Creative arts College will attempt to involve those faculty as instructors.

Participants will be introduced to Alda Center methods for better science communication, and undergo a sampling of the kind of small-group, interactive training that we have been providing for science graduate students and postdocs. This training will include sessions in [Improvisation for Scientists](http://www.centerforcommunicatingscience.org/improvisation-for-scientists/) and Distilling Your Message. In addition, the program will include presentations and discussions about best practices, the role of science communication. Sessions will be led by the Alan Alda Center for Communicating Science instructors.

[**http://www.centerforcommunicatingscience.org/the-alda-center-summer-institute/**](http://www.centerforcommunicatingscience.org/the-alda-center-summer-institute/)

**Planned support for Macy and HRSA grant development**

Georgia is confirming a team to help prepare an application to the Macy foundation for a 5 year faculty development plan. Currently Drs. Abraham, DeBiase, Stamatakis, and Khakoo are involved in preparation of the letter of intent. Drs. Cottrell, Shelton, and Utzman will identify individuals from their areas to participate, or be involved directly so the application represents their schools/programs. Georgia is working

**UPDATE ON BENEDUM COMMUNITY-BASED CARE GRANT RFP DISTRIBUTION**

We just received a sub-grant proposal from Leslie Cottrell working with Co-Director Scott Cottrell and community agencies (FQHC or PCC) identified by Cecil Pollard and Adam Baus (SPH). The project is titled IPE Health Sciences Research Scholars Program. The budget request is for $9701 to fund 2 to 6 student scholars for translational research projects. The proposal will be sent for review.

**Update on planning for spring 2015 sessions using Team-Stepps:**

IPE Session 3 – Communication - Becky Kromar reported on faculty training sessions and there was discussion on the flow chart on whether to leave it in of take it out. The final decision was to take it out for students and leave it in for faculty. There was a discussion of how students can view the tweeted responses – Becky found out that using # tweet versus using @tweet allows others to view it.

IPE Session 4 – Quality and Safety – Program in a box from WHO – and overview from Becky Kromar on the topic included its use as a culmination for the students to show application of their IPE competencies. The program will be held at the WVU Alumni Center. The keynote speaker will be Jeff Goode, PT, MBA, FACHE, an administrator at CAMC. A SOLE surveyor use of 5x7 cards might address: What two things will you try to do for Quality and Safety in taking care of a patient after this session?

There was discussion on options for getting students to the Alumni Center – The decision was that they should walk except for students with disabilities and the Office of Accessibility Service will be contacted.

**IPEC meeting SOLE survey planning**

Chuck Coole reported that the SOLE site was nearly ready. There was discussion on alternative methods for building a site like this such as using school rosters and importing them into SOLE. Chuck will look into this if there needs to be another site built similar to this one. He will notify faculty when the survey site is ready so they can review it.

We would like to pilot a 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 discussion on the “grading rubric” on how to construct and who would grade. The rubric could be the details and inclusion of the 4 areas in the response. Diana Davis has samples of using a rubric for this kind of grading. The decision was that faculty from each profession would do the grading – not the facilitating faculty member since programs each might have different grading options to be considered. Thus it would be set up on the different platforms and submitted with grades by program. Dr. Narsavage indicated that she need outcomes but not total access to the replies and grades.

Discussion followed on various mechanisms to create a site within each discipline. Dr. Khakoo indicated that medical students use the e-value platform and Maria Abate could help with it. Chuck will follow up with the schools to identify the format they need to upload the questions for short answer as described above.

**IPE PROGRAM EVALUATION**: Georgia requested collection of IPE data from last 3 years. She would like the information from each discipline without creating extra work and has asked each steering committee member to respond individually to her with what might be useful. Dr. Wilkes suggested that Bill Tullock’s program with simulation and outcome data could be included.

We also would like to use the WVU Standard SEI questions as a “course” evaluation. Dr. Stamatakis said she would work with Georgia to identify questions that could be used (see attached). DR. Cottrell suggested using PBL. The survey would be set up in the schools using the platform they use – it is expected that many will use SOLE. The SEI-type evaluation would not be in conjunction with the writing assignment

Dr. Rashida Khakoo – noted that there would be Summer Teaching Scholars again this summer and suggested that a ½ day IPE session be used to showcase IPE with workshops like we had last year for IPE designed by faculty.

Chuck Coole will check with Francine Mocniak on the next semester meeting dates and get that information to Mike Mueller. We will try to set a repeated day and time monthly if possible.