**West Virginia University Health Sciences Center**

**IPE Steering Committee Meeting**

**MINUTES**

**October 29, 2014 – 3:00 p.m.**

**HSC Administrative Conference Room**

Those attending:

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

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

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

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

 Georgia Narsavage, Director, Office of InterProfessional Education

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

By Phone:

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

Those unable to attend:

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

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

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

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

Michael Mueller, Student, School of Medicine

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

David Wilks, MD, Professor, School of Medicine

OPENING OF MEETING

Dr. Narsavage opened the meeting at 3:00 p.m. asking for any changes or additions to the Minutes of August 27, 2014; Louise Veselicky attended the previous meeting and her name was omitted from the list of attendees; the Minutes were approved as corrected.

Update on IPE Office Activities

* Web Site

Continue sending Chuck Coole changes, dates of activities or announcements to post on any activity related to IPE.

* IPE Speaker Series

November date cancelled due to unavailability of Dean SOM – request to reschedule – possible date would be March 17. My First Patient presentation will need to be rescheduled due to unavailability of presentor. Chuck will check with Dr. Abraham on available dates – preference would be for January 28 or Feb. 18. Need to send out notice of cancellation after consulting with Dr. Abraham.

Mary Stamatakis asked when Susan Meyer’s presentation would be linked to the IPE website. Chuck will send link to Steering Committee and arrange for it to be uploaded to website.

* Faculty Training

Chuck will email Faculty Facilitators a request to develop a “terminology quiz” for faculty training.

* Team STEPPS Faculty Development Workshop Date

Need to find a date for the workshop –checking April dates – due to conflicts at end of month (SOP not 4/17 and PT not 4/24), it looks like April 10th is the best date. Will see if it can be scheduled in the IPE classrooms. Georgia will set appointment to discuss with Dottie Oakes as to hospital co-sponsorship. Becky Kromar asked about target audience – the workshop would be very clinically based so clinical faculty from all disciplines would be invited. Dr. Rashida Khakoo suggested focus could include residents also.

Discussion on length of workshop – faculty too busy for long workshop and 4 hour segments repeated in morning and afternoon would be best. Scott Cottrell suggested relaying this to Residency Director, Dr. Hollynn Larrabee and Dr. Liz Cohen. Also suggest discuss with Dr. Ron Pelligrino and Dr. Matt Loos for clinician support. Other key stakeholders were identified as Grace Mc Kee, Georgia Scott, Ann Chester, and Leslie Cottrell.

* Support for Macy and HRSA Grant Development

We are looking for suggestions as to offices that can provide pre-award support to submit grants. G Narsavage will discuss with L. Miele, J. Phalunas, and G. Dillon.

UPDATE ON BENEDUM COMMUNITY-BASED CARE GRANT RFP DISTRIBUTION

Project Director Dr. John Linton, AVP at WVU Charlestion with co-directors Dr. Debra Young, Program Coordinator of the WVU School of Social Work-Charleston.in partnership with Dr. Cynthia Persily, CEO of Highland Hospital, have been awarded a subgrant from the IPE Claude Worthington Benedum Foundation. Their project titled **“Inter-professional team development and implementation of an Evaluation Plan for an evidence based Sanctuary Model™ in a new Psychiatric Residential Treatment Facility (PRTF) for Children and Adolescents”** will be funded in the amount of $9.989.20 with a start date of November 17, 2014.

DISCUSSION OF THEMES FROM FIRST SESSION USING SPEED NETWORKING

Keywords from student comments (themes) are in attached documents, listed from their response cards. Chuck will work with assigned work-study student to do additional data entry from the cards - student lists of professions/comments on those with whom they “networked”.

PLAN FOR PRESENTATION AND EVALUATION OF SESSION 2

The Roles review questions will be taken at the beginning of session 2 and repeated at the end of session 4. C. Coole will add mother’s date of birth identifier to the top of the roles questions.

Travis White reported he and Ralph Utzman have worked with C. Coole and that kits are stored in the Pharmacy area and are ready for the Marshmallow Challenge. Cards are ready and faculty will receive an email in advance with the list of questions for debriefing and the time schedule. Discussion on debriefing and watching video on “Ted Talk” – since the cafeteria cannot accommodate viewing the video, students will be sent a link by their faculty facilitator asking them to view it.

UPDATE ON PLANNING FOR SPRING 2015 SESSIONS USING TEAM-STEPPS COMMUNICATION

**Session 3 Communication - Date: January 12 IPE classroom and cafeteria with breakout rooms in JJ and 1905/1909**

**Session 4: Quality and Safety - Date: March 30** G. Narsavage and R. Kromar will be working with the Alumni Center to arrange this in order to use AV for the session..

Dividing the sessions into smaller groups was discussed – however the difficulty of getting schedules to match for the diverse groups of students was a major barrier. Having all students meet on the same days and times for 4 sessions that can be pre-approved by all schools has facilitated academic scheduling in required courses.

IPEC MEETING

Team Diana Davis (OT), Constance Weiner (SOD), Susan Coyle (SON), Gail Van Voorhis (Sim Center), Georgia Narsavage (IPE) met October 28, 2014 to follow-up on plans for assessment of IPE for this year and AY 2015-16.

They would like academic deans to find a way to have 4 hours in January and August to involve all IPE students in the “Poverty simulation”. The next sessions is expected to be January 16 – we recommend that all schools send someone to observe the activity and we will then discuss the options at our February steering committee meeting.

We plan to do an SEI or some type of general evaluation on IPE in May 2015 – discussion of SOLE as platform to distribute.

L. Veselicky informed us that the WVU SOD/SOM “Smiles for Life” program is being featured nationally.

We would like to repeat the survey completed by faculty in 2011 – use SOLE? Dr. Khakoo will ask Gwen to send it to Dr. Narsavage.

There was no time to discuss the other IPEC team questions for the committee so they will be emailed to the committee with a request for feedback:

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 rubric could be the details and inclusion of the 4 areas in the response.

We would like to collect data from last 3 years of activities or evaluations that incorporated IPE – if only one year would use as baseline: suggestions are

Rounding with SOM, SOP, SON

My First Patient with SOP, SOM, SOD

Smiles for Life with SOD, SOM

Capstone Presentations with OT and PT

Others??

Suggested question for end of session 4 on card – What two things will you try to do in taking care of a patient after this session? Your thoughts?

NEXT MEETING: Nov 19 at 3 pm

The meeting was adjourned at 4:05 p.m.