**West Virginia University Health Sciences Center**

**Combined IPE Steering & Advisory Committees Meeting**

**MINUTES**

**June 30, 2015 - 2:30 PM**

**HSC ADMINISTRATIVE CONFERENCE ROOM**

Those attending as Steering Committee:

Rachel Abraham, MD, MPH, Assistant Professor, School of Public Health

Amy Burt MOT, OTR/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, WVU HSC

Kari Sand-Jecklin, EdD, RN, AHN-BC, Director, BSN Programs, Nursing (via phone)

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

Ralph Utzman, PT, MPH, PhD, Associate Professor and Academic Coordinator WVU PT

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

And Georgia Narsavage, Director, Office of InterProfessional Education

Those attending as Advisory Committee:

Susan Coyle, PhD, RN, Assistant Professor, School of Nursing (via phone)

Melina Danko, Manager,/Public Relations, Center for Excellence in Disabilities

Robert Walker, MD, Vice Chancellor for Health Sciences, WV HEPC (via phone)

Those unable to attend:

Stephen Alway, PhD, FACSM, Professor and Chair of Exercise Physiology

Anthony “Tom” Borgia, DDS, Dean, WVU School of Dentistry

Kathleen Bors, MD, Assistant Dean of Student Services, Charleston Division

Rose Cannarella-Lorenzetti, MD, MPH, Associate Dean for Student Services, Charleston

Cynthia Clarkson, MD, Preston County Pediatric & Internal Medicine

Jeffrey Coben, MD, Associate VP for Clinical Innovations, Planning & Operations

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

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

Chris Haddox, MBA, LEED, Assistant Professor, WVU Family & Consumer Science

Gregory Hand, PhD, MPH, MS, Founding Dean, WVU School of Public Health

Lew Holloway, MS, CHES, Executive Director NWVRHEC

Tara Hulsey, PhD, RN, CNE, FAAN, Dean and E. Jane Martin Professor, WVU HSC

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

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

Rosemarie Lorenzetti, MD, MPH, Associate Dean for Student Services, Eastern Division

Michael Mueller, Student, School of Medicine

Kari Sand-Jecklin, EdD, RN, AHN-BC, Interim Dean for Academics, School of Nursing

Lya Michele Stroupe, Manager, Nursing Research & Professional Development, WVUH

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

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 2:30 pm and asked for any changes or additions to the Minutes of May 27, 2015. There being none, the Minutes were approved.

**Update on IPE Office Activities**

**IPE Speaker Series**

Rachael Abraham gave an update on the planning for the IPE Speaker Series in the Fall. Dr. Narsavage has been invited to be a presenter speaking on IPE clarity, development and plans for the future. Dr. Walker offered suggestions regarding presentations regarding involvement of MPH and doctoral students; and topics of collaboration with various health centers in the community. Suggestion that current Benedum sub-grant awardees be asked to present on their work next year was thought to be a good idea – Dr. Abraham will follow-up – see attached list. Updates for the dates and location of the IPE Speaker Series will be posted on the IPE Website, as well as in the campus e-newsletters.

**Faculty Development Workshop**

Dr. Narsavage reported that brochures are currently being prepared for the October 23, 2015 “Communicating Science and Health: An InterProfessional Workshop for Faculty” to be presented by the Alan Alda Center for Communicating Sciences faculty (Stoney Brook University, NY) at the IPE classrooms in HSC. She also reported that she and Diane Martinelli attended the Alan Alda Summer Workshop from June 8-11 at Stoney Brook University. The program was very informative and creative, offering ideas on developing skills in non-verbal communication behavior. They highly recommend that all faculty facilitators attend the workshop in October.

Dr. Narsavage reported on the IPEC Population Health Workshop she attended on April 29-May 1, 2015 along with Amy Funk, Lillian Smith, Janet Hunt and Lew Halloway. This program will result in preparation of a one hour continued education session for faculty on Population Health to be held in December 2015. Dr Khakoo will be asked if this can be offered in partnership with the Faculty Development series in her office.

On April 23 & 24, 2015, WVU HSC IPE Team of Susan Pinto, Chuck Coole and Georgia Narsavage attended the Duke University Team STEPPS Training. Dr. Narsavage distributed pocket guides from the training session and announced that guides have been ordered to distribute to faculty and students. A short discussion was held on the use of the guides to incorporate TeamSTEPPS strategic tools for the student IPE sessions. The members highly approved of the pocket guides and believe they will be most helpful.

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

A status report of the 2014 and 2015 Claude A. Benedum Foundation IPE Community-based care grants and sub-awards is attached to these Minutes.

**PLANNING FOR FACULTY DEVELOPMENT**

Announced were dates for IPE faculty facilitator training sessions for 2015-2016: August 14/20/21 and December 11/14. Faculty will have the opportunity to select one of these sessions prior to the fall and spring semester student sessions. More information on these sessions to come.

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

It was announced that space at the Erickson Alumni Center has been reserved at approximately $12,000 cost for the 2015-2016 Quality and Safety (TeamSTEPPS/Root Cause Analysis) session. The program will be similar to 2014-15 session to include an intro speaker for 30 minutes, break out groups for 1 hour team work exercise, with conclusion in a large group session. The surveys will be moved to SOLE to facilitate more group interaction.

**SOLE FINAL for IPE**

Discussion was held regarding the Grading Rubric for the Sole final evaluation by students. The committee agreed that the template used (changing from 500 words to 4 blocks with 125 words in each to evaluate each session)was a suitable format to obtain the desired results and CAN be graded if programs desire to do so. The information reviewed has been most helpful.

**CALENDAR CONFIRMATION FOR 2015-2016**

The confirmed dates and planning teams with planned TeamSTEPPS content (page in pocket guide) for 2015-2016 programs are as follows:

Monday, September 21, 2015 at 4:00 pm:

“Professional Roles” - Speed Networking similar to last year – we will try a format with intro to roles activity in HSC LRC connected classrooms 1909/IPE 2nd floor/Fukushima; move to individual conference rooms; back to network rooms for room-based (3 leaders) report out

Planning Team: Louise Veselicky, Christina DeBiase & Rachel Abraham, Georgia Narsavage

TeamSTEPPS I’M SAFE checklist p. 24

Monday, November 2, 2015 at 4:00 pm:

“Teamwork”- Format /activity TBD

Planning Team: Ralph Utzman, Travis White & Chuck Coole, Georgia Narsavage

TeamSTEPPS TEAM Events: Brief, Huddle, Debrief pp 16-18 - can they be incorporated into a repeated activity (like Marshmallow challenge) to improve performance?

Monday, February 8, 2016 at 4:30 pm:

“Communication” – revised TeamSTEPPS case

Planning Team: Becky Kromar, Amy Burt, Georgia Narsavage, Diana Martinelli (Reed School of Media), & Chuck Coole

TeamSTEPPS SBAR, Call-out and Check-Back (Handoff?) checklists pp. 9-11

Monday, March 14, 2016 at 4:30 pm:

“Quality and Safety” – Same format as last year with Root Cause Analysis – please confirm guest speaker – will be at Erickson

Planning Team: Chuck Coole, Bill Tullock, Becky Kromar, Amy Burt & Susan Pinto

TeamSTEPPS CUS and Two-challenge rule (DESC?) pp. 29-31

**WRAP UP**

Dr. Narsavage asked members to send a representative from each School/program to meetings on their behalf if they cannot attend in person or to join the meetings by phone.

Members of the Advisory Committee commented on the positive development of the IPE program. They encouraged the collaboration of community health centers as well as health groups (i.e. Women in Health) with IPE for continued growth. This type of collaboration will be beneficial to all involved.

**ADJOURNMENT**

The meeting was adjourned at 3:30 p.m. The July monthly meeting date and time will be announced in the next few weeks and the meeting dates for Fall 2015 will then be confirmed.