**West Virginia University Health Sciences Center**

**IPE Steering Committees Meeting**

**MINUTES**

**October 22, 2015 – 2:00 PM**

**HSC ADMINISTRATIVE CONFERENCE ROOM**

Those attending:

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

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

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

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

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

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

Georgia Narsavage, Director, Office of Inter-Professional Education

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

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

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

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

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

Cynthia Clarkson, MD, Preston County Pediatric & Internal Medicine

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

Lew Holloway, MS, CHES, Executive Director NWVRHEC

Steering Committee unable to attend:

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

Mary Beth Mandich, PT, PhD, Associate Dean, Professional Programs, WVU HSC

Michael Mueller, Student, School of Medicine

Lillian Smith, DRPH, Int Assoc Dean for Academic Affairs and Community Engagement

David Wilks, MD, Professor, School of Medicine

Pat Chase, PhD, Professor and leader of My First Patient

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

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

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

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

Advisory Committee unable to attend:

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

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

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

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

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

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

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

Susan Coyle, PhD, RN, Assistant Professor, School of Nursing

Robert Walker, MD, Vice Chancellor for Health Sciences, WV HEPC

**OPENING OF MEETING**

Dr. Narsavage opened the meeting at 2:00 pm and asked for any changes or additions to the Minutes of September 15, 2015. June 30, 2015 minutes changed as follows: Chris Haddox, MBA, LEED, PhD, Assistant Professor, School of Design and Community Development. Minutes accepted as revised.

**Update on IPE Office Activities**

**IPE Speaker Series**

Amy Burt and Ralph Utzman presented as part of the HSC IPE Speaker Series held on October 21, 2015, and the CE evaluations were very positive. OT/PT and Pharmacy faculty and students presented their BenedumCBC sub-grant project and the “meaning of IPE” was very well presented by the student project participants. Chuck Coole will place a copy of the presentation on the website for review. The dates and location of the HSC IPE Speaker Series will be updated and posted on the IPE Website, as well as in the campus e-newsletters. From 11:30 a.m. to 1 p.m. on Wednesday November 18, in Hostler Auditorium, a six-person panel will discuss "Evaluation of a Community Based Diabetes Prevention and Management Program led by Dr. Misra based on their Benedum CBC sub- grant project. The topic of IPE and the Electronic Health Record, has been proposed for December 8, 2015 and we are waiting for confirmation.

**Faculty Development Workshop on Communicating Science October 23, 2015**

Dr. Narsavage stated that the IPE workshop and Web link with all the workshop information are up and ready to go. You have to go into the link and register that you are an IPE steering committee (faculty facilitator) registrant and the conference will be paid for by IPE Also, all facilitators/ attendees are asked to provide two sentences regarding “What is your role in healthcare and/or education or delivery” at registration. All faculty facilitators are required to attend the workshop in October since the method taught then is to be adapted for use in the following year. This workshop will be tomorrow, on October 23, 2015 in the IPE classrooms on the 2nd floor. Please register if you have not done so already. The workshop is limited to 45 and there are already 38 registered.

**IPEC Population Health Workshop**

Dr. Narsavage reported on the continued development of a CE program from the **IPEC Population Health Workshop** she attended on April 29-May 1, 2015 along with Amy Funk, Lillian Smith, Janet Hunt and Lew Halloway. A one hour continuing education (CE) session for faculty on Population Health will be held as part of the December 11th and 14th 2015 during IPE faculty training. Dr. Khakoo has agreed that this can be offered in partnership with the Faculty Development series in her office. Please let Dr. Narsavage know who will be attending.

**Team STEPPS Training**

There was no new update on **Team STEPPS Training.** Dr. Narsavage asked that each school/ program recommend a faculty member to take the TeamSTEPPS training course and then train other faculty members in their professions or in IPE sessions. There needs to be a team of three for each training session. Dr. Patricia Chase has agreed to attend as one of a team.

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

A total of 15 grants were awarded. App. A: Interim Benedum report with details on the grants was sent by email to the committee members. Dr. Narsavage asked the group if they had any ideas to present to Benedum regarding future funding at WVU. She reminded members that Benedum does not fund research. Contact with Dr. Todd Croccxo, Professor and Chief Experience Officer for WVU Medicine was suggested, as well as an expansion of the Medical/ Nursing Students for the Mushroom project. Susan Pinto’s work at West Run Transitional Facility was also suggested for expansion. Discussion focused on an IPE fellowship for students such as CED does according to Melina Danko. There is a grant in Diversity that funds two students from the CED Network and lasts for one year with qualifications being that students are in Graduate or Professional Studies. Lew Holloway suggested that there be a continuation of the community grants.

**PLANNING FOR IPE FACULTY FACILITATOR TRAININGS**

IPE faculty facilitator training sessions scheduled for December 11th and 14th are for Spring sessions training; faculty will have the opportunity to select one of these sessions prior to involvement in the spring semester student sessions. See IPEC for Public Health CE to be provided in December.

The spring sessions faculty training in December will start with a 30 minute intro for the Communication session (3rd Session), followed by the 1 hour CE Program on Population Health, and will finish with Quality and Safety (Session 4) overview.

**SOLE SURVEYS**

Discussion was held regarding whether the SOLE surveys as currently sent are enough or not? Dr. Narsavage and Chuck Coole stated that only 484 surveys of 559 have been completed. Chuck Coole stated that over 90% of the students have finished their roles survey on sole. The IPE roles and IEPS questionnaires for students who did not complete them online before the first class were done in writing by placing them in the facilitators’ packets – this obtained almost all student information. They will be repeated online after session 4. The committee agreed that all possible surveys should be put on SOLE. Chuck Coole stated that the corrections that were requested in the Roles quiz have been made.

Chuck Coole stated that the feedback from the first IPE session is being entered.

In March 2016, there will be a four part final question that can be graded using the Rubric piloted last year, and post-session assessments of the Roles Survey and IEPS for the students to complete for comparison with pre-tests from September 21 session.

**UPDATE ON PLANNING FOR 2015-2015 SESSIONS ADDING TEAM-STEPPS content**

**CALENDAR CONFIRMATION FOR 2015-2016**

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

**“Teamwork”- Format /activity Building a jhouse of cards with and without teamwork skills.**

TeamSTEPPS TEAM Events: Brief, Huddle, Debrief pp 16-18 will be incorporated into a repeated activity of building a “house of cards” to improve performance using teamwork skills. Planning Team: Ralph Utzman, Travis White & Chuck Coole, with Georgia Narsavage

Supplies are already purchased for the 2nd session on teamwork

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

**“Communication” – revised TeamSTEPPS case** – possibly including methods from the Alda workshop Planning Team: 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 video/ RCA** Root Cause Analysis –

“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, & Susan Pinto

TeamSTEPPS CUS and Two-challenge rule (DESC?) pp. 16, 17, and 18.

**UPDATE ON DIGITAL MEASURES INCLUDING IPE**

Dr. Narsavage stated that Schools of Pharmacy and School of Public Health are using the Digital Measure system. She stated the majority of schools are not using this system yet – plan is for WVU mandate in a few years. The system is designed for the faculty to insert their own data on research, service, teaching, and practice. The program consists of reports, a storage system and will soon facilitate reports for annual reviews. Dr. Narsavage stated that Nigel Clark is the one she worked with to capture the activities for IPE; Drs. Stamatakis and Khakoo expressed concern on who would take Dr. Clarks place once he moves to the Beckley campus. This was discussed and WVU will appoint a replacement. It was stated that Dr. Clark had designed a job description for the new person who will be the contact for the Digital Measures program.

**WRAP UP**

The question was asked as to what skill set/competency is used for “My First Patient” (MFP) program as an IPE activity. MFP is a reflection piece of the key to IPE skills. We would like feedback from everyone.

Dr. Narsavage has asked for contact information on the Medical Education Certificate Program described by Dr. Cottrell in partnership with the School of Education. It is a 12 credit program including educational assessment, use of technology, and curriculum development. Courses are online and can be tailored to the learners. Plan for first group to enroll in Spring 2016.

Further ideas for future IPE work from the advisory committee members included having an IPE week with posters like the Global Engagement week. This would be an appropriate project for the student chapter of IHI to do. Also, we could ask Dr. Mitch Jakes from the WVU Department of Community Practice whether rural clinics could be used for IPP projects.

**ADJOURNMENT**

The meeting was adjourned at 3:05 p.m. The November monthly meeting is scheduled and confirmed for Thursday, November 12, 2015 at 2:00pm in the HSC Admin Conference Room.