**West Virginia University Health Sciences Center**

**Joint IPE Steering and** ADVISORY **Committees Meeting**

**MINUTES**

**November 12, 2015 – 2:00 PM**

**HSC ADMINISTRATIVE CONFERENCE ROOM**

Those attending:

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

Charles (Chuck) Coole, BA, Project Coordinator, IPE

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

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

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

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

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

April Vestal, MPH, Associate Director, Institute for Community and Rural Health (by phone)

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

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

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

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

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

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

**OPENING OF MEETING**

Dr. Narsavage opened the meeting at 2:00 pm and asked for any changes or additions to the Minutes of October 22, 2015 – this was a joint advisory and steering committees meeting. There were no changes made and the minutes were approved as submitted.

**Update on IPE Office Activities**

**IPE Speaker Series**

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 is planned to 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 from Mary Ann Downs. Georgia stated that all will be posted on the sole website. Georgia would like all the schools to discuss their experiences from the speaker series as a team.

**IPEC Population Health Workshop**

A one hour continuing education (CE) session for faculty on Population Health will be held as part of the December 11th and 14th 2015 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.

**DISCUSSION OF ALDA CENTER WORKSHOP- Should we become affiliate?**

There was a discussion regarding the pros and cons of becoming affiliated with the “Alda Center for Communicating Science”. Georgia informed the group that it would cost IPE about $10,000.00 a year to be an affiliate network. The Alda Center affiliates are a collaborative network of affiliated science communication programs to share materials, curriculum, best practices and lessons learned. For affiliates, the Center also hosts an annual meeting, creates new instructional materials, can consult on strategy, provides train-the-trainer activities and maintains the Alda-Kavli Learning Center. Georgia asked the group how our IPE office could actually apply what we learned from the Alda Center Workshop (Oct 23, 2015) and how would we use it? Some feel that we would lose students if we implemented the full program. As a team we feel that at this time it would not be in the best interest for IPE to become affiliated with Alda Center Workshop. Better use of the money would be to send three faculty members to the summer institute to become trainers in the techniques, and perhaps include the improve session methods in teaching IPE communication in Feb. 2016.

**IPEC – SPRING**

A link was sent to the group prior to the meeting for review. Georgia and Louise discussed sending a team again to the IPEC in the spring. There was a discussion whether there is a way to connect the theme, quality improvement and patient safety to the sessions with Interprofessional practice. There will need to be a team of at least 4 to attend. The website for registration begins November 17, 2015, please let Georgia know if you would like to participate.

**DISCUSSION OF NOV 2ND SESSION ON TEAMWORK**

Ralph Utzman and Travis White gave an update of the November 2nd session on teamwork. They felt that giving the nametags in the small rooms went smoother. The audio and video overall worked well, except for room 2940 where sound can be difficult. They feel there needs to be a leader in each room. It was decided that we will continue with MDTV through the next session. At the end of all the sessions, the team will revisit the plan for 2016-17. Travis will send photos of the session to Georgia for distribution via the IPE website.

**FACULTY TRAINING**

Georgia would like feedback from the steering committee. The plan is for the Feb 8 IPE communication session to split each team to 3-4 students and have them design a simulation to teach others a skill on how to make a poor communication experience in healthcare better. It will need to last 2-4 minutes. They can use verbal and non-verbal communication techniques. The assignment will be tested at faculty training Dec 11 and 14 - will discuss the communication scenario and use of “expressions” activity.

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

**CALENDAR CONFIRMATION FOR 2015-2016**

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

**“Communication” – revised TeamSTEPPS case** –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.

**WRAP UP**

There will be no December meeting.

**ADJOURNMENT**

The meeting was adjourned at 2:55 p.m.