



**CLINICAL SUBCOMMITTEE MEETING MINUTES**

**Friday, November 13, 2015**

**Rasmussen College – 8:30 to 10:00 a.m.**

**ATTENDEES:** Julie Baeten-HSHS, Gwen Baumel-Aurora, Dawn Boettcher-Rasmussen College, Julie Fuller-Rasmussen College, Sharon Gerrits-Bellin Health, Patrice Hutzler- Rasmussen College, Brian Krough-NWTC, Veronica Kruse-Globe University, Katie Olp-Rasmussen College, Tammie Rogers-Rasmussen College, JoAnn Swanson-Bellin College, Cindy Theys-NWTC, Cindy Van Dyke-UWGB, Julie Williams-Rasmussen College, Ann Franz, Debbie Thompson

Who	Topic	Decisions/Next Steps/Timeline	Lead Accountability
Gwen Baumel	Hospitals' Orientation Seminar Confirm 8/19/2016 Date	Confirm by the next GGBHA Clinical Subcommittee Meeting - 12/11/2015 that College of Menominee Nation is able to attend event.	Karen Bialcik & CMN Reps
Gwen Baumel	Hospitals' Orientation Seminar at Bellin College	JoAnn will check to see if the event can be held at Bellin College. She will report back to the group at the 12/11/2015 clinical meeting.	JoAnn Swanson
Ann Franz	Employability Skills Video	Cindy will check with Jennifer Pigeon to get a video to share with members. Gwen will review some slides and Ann will do some related Google searches.	Gwen Baumel, Ann Franz, Cindy Theys
Ann Franz	Employability Skills PPT & Video Content	Healthcare reps were asked to go back to their organizations' and consult with nursing leaders for PPT and video content. <b>Email suggestions to Ann by 12/9/2015.</b>	GGBHA Healthcare Organization Representatives
Gwen Baumel	Brown County GGBHA Representation	Members will reach out in an effort to get GGBHA representation from the Brown County Health Dept.	Patrice Hutzler, Julie Williams, Cindy Van Dyke
Gwen Baumel	Epic Security Access Standardized Form	Review the attached form draft. The form will be edited at the 12/11/2015 meeting.	Members
JoAnn Swanson	Student Evaluation of the Preceptor Form	Review the attached "Student Evaluation of the <b>Clinical Site</b> " form and further adapt the form for "Student Evaluation of the <b>Preceptor</b> ". The form will be discussed at the 12/11/2015 meeting.	Members

**SET DATE FOR HOSPITALS' ORIENTATION SEMINAR**

The Hospitals' Orientation Seminar is **tentatively set for Friday, August 19, 2016, 8:30 a.m. to 12:00 p.m.** This is pending CMN's confirmation of the date/time. JoAnn Swanson will check to see if the event can be held at Bellin College. The seminar will be finalized in June 2016.

A summary of the agenda is as follows.

- College Updates (15 Minutes)
- GGBHA Updates; Modules, Clinical Paperwork, etc.
- Site Updates

## STATEWIDE HEALTHCARE ALLIANCE

Katie Olp has a conference call on Monday, 11/16/2015, to discuss the Statewide Healthcare Alliance's vision. The group is also in the process of finalizing an agreement for student healthcare requirements.

## MODULE: SERVICE COMMITMENTS/EXPECTATIONS AT HEALTHCARE ORGANIZATIONS

Five PPT slides and a five minute video will be created by GGBHA employers that will focus on the importance of employability skills. Each slide will feature one of GGBHA member healthcare organizations. Tattoos, multiple piercings, dress code, jewelry, responsibility, and extreme, nontraditional hair colors will be addressed in a fun, professional format. It will be stressed that the items discussed are not just for the clinical experience, but also to gain and maintain employment.

Healthcare organization members were asked to go back to their sites' and consult with their nursing leader(s) as to what they would like to have covered in the PPT and video. **Their suggestions and comments should be emailed to Ann by Wednesday, 12/9/2015.** This will be a topic of discussion at the 12/11/2015 meeting.

During January, the comments will be developed. The video and PPT will be created during February and March 2016. With instructor approval, NWTC spring media students can possibly film the video.

## FORM: EPIC SECURITY ACCESS

A standardized Epic access form was discussed. Please review the attached draft of this form. It will be a topic of discussion at the 12/11/2015 meeting.

## FORM: STUDENT EVALUATION OF PRECEPTOR

A standardized "Student Evaluation of the Preceptor" form is needed. Members were asked to review the attached "Student Evaluation of the Clinical Site" form so a similar standardized form can be drafted for the "Student Evaluation of the Preceptor". The form will be discussed at the 12/11/2015 meeting.

## ALLIED CLINICAL SUBCOMMITTEE UPDATE

The subcommittee has done another review of their charter. They continue to work on their membership list and hope to have it finalized today. Their goal is to have a meeting with employers at 7:30 a.m. on 12/11/2015, right before the next Clinical Subcommittee meeting. A history, goals, and why their membership is important will be communicated. Meeting invites will be sent.

The subcommittee is currently looking at changing the name of their group, in an effort to increase connections. The name change will be to something that most represents the professions included.

## NEXT MEETING

**The next meeting of the GGBHA clinical subcommittee will be on Friday, December 11, at Rasmussen College, 9:00 to 10:30 a.m.** Agenda items include; 1) Hospitals' Orientation Seminar 2) Employability Skills, 3) Epic Security Access Standardized Form, 4) Student Evaluation of the Preceptor Form, 5) Statewide Healthcare Alliance Update, 6) Allied Subcommittee Update