



CLINICAL SUBCOMMITTEE MEETING MINUTES
Friday, December 11, 2015
Rasmussen College – 9:00 to 10:30 AM

ATTENDEES: Julie Baeten-HSHS, Gwen Baumel-Aurora, Dawn Boettcher-Rasmussen College, Sharon Gerrits-Bellin Health, Patrice Hutzler-Puyleart-Rasmussen College, Brian Krough-NWTC, Catherine Mraz-Hoffman-Bellin, Katie Olp-Rasmussen College, Lisa Resch-Aurora, Tammie Rogers-Rasmussen College, Luke Schubert-Brown County, JoAnn Swanson-Bellin College, Cindy Theys-NWTC, Mary Lou Thoun-Bay Area Medical Center, Julie Williams-Rasmussen College, Ann Franz, Debbie Thompson

Who	Topic	Decisions/Next Steps/Timeline	Lead Accountability
Gwen Baumel	Hospitals' Orientation Seminar Friday, 8/19/2016	Review the attached agenda, as it will be discussed at the 1/8/2016 meeting.	All Members
Ann Franz	Employability Skills Subcommittee	Contact Ann by 1/6/2016 if you would like to participate on the employability skills subcommittee.	All Members
Ann Franz	Employability Skills PPT & Video Content	Contact hospital nursing leaders for content, if not done so already. Email suggestions to Ann by 1/6/2016.	Hospital Site Members
Gwen Baumel	Epic Security Access Form	Review the attached updated draft, as it will be discussed at the 1/8/2016 meeting.	All Members
Gwen Baumel	Student Evaluation of the Clinical Site OR Precepted Clinical Form	Review the attached updated draft, as it will be discussed at the 1/8/2016 meeting.	All Members
Sharon Gerrits	A college contact is needed who can notify the correct educators and/or students with important hospital updates & communications.	Consult with faculty/staff to determine who their contact should be. Email Ann with the contact information by 1/6/2016.	College/University Members
Katie Olp	WI Healthcare Alliance Summit Wednesday, April 27, 2016 10:00 AM to 3:00 PM	Consider attending the 2016 WI Healthcare Alliance Summit at the WI Dells.	All Members
Julie Williams	Manitowoc Holy Family Memorial Hospital – Utilize GGBHA Forms	Contact a Holy Family rep to encourage their use of the GGBHA online forms.	Gwen Baumel
Gwen Baumel	Each College/University Report the Number of Students Who Attended Clinicals from January to December 2015	Include: Nursing Program, Facility Site, # of Students - <i>Each student should only be included one time.</i> Email the data to Gwen, as the info will be used to review job openings vs. enrollments/graduating students.	College/University Members

HOSPITALS' ORIENTATION SEMINAR

Bellin College will host the Hospitals' Orientation Seminar on Friday, August 19, 2016 - 8:30 a.m. to 12:00 p.m. Please review the attached agenda, as it will be discussed at the 1/8/2016 meeting.

EMPLOYABILITY SKILLS

The focus is how to make students understand what is expected of them to secure and maintain employment (including clinicals). Professionalism will be emphasized throughout the program. The following statements and/or suggestions were shared regarding the proposed PPT and video.

- YouTube videos were very limited in their offerings as a resource.
- ATI (Assessment Technology Institute) has a lot of online learning materials in this regard. Membership is required for access.
- Nursing leaders from the various GGBHA sites will be a part of the video.
- The messages often need to be repeated to have an impact on students.
- The GGBHA job fair features an employer panel that addresses employability skills.
- Students need to realize they are always communicating through body language.
- Add related information to the current HIPAA and safety modules.
- Take advantage of opportunities for hospital nursing leadership to speak in-person to groups of students during orientations, boot camps, welcome days, etc. Draft a plan of potential reinforcement opportunities.
- Share examples of inappropriate, as well as appropriate behaviors.

A subcommittee will be formed to work on the PPT and video. Members will likely meet three to four times. **Please contact Ann Franz by 1/6/2016 if you would like to participate on the employability skills subcommittee.**

EPIC SECURITY ACCESS FORM

The Epic security access form was edited. Review attached updated draft. It will be a topic at the 1/8/2016 meeting.

STUDENT EVALUATION OF THE CLINICAL SITE OR PRECEPTED CLINICAL FORM

The "Student Evaluation of the Clinical Site" form was edited to include student evaluation of a precepted clinical. Members are asked to review the attached updated draft, as it will be a topic of discussion at the 1/8/2016 meeting.

HIPAA CONFIDENTIALITY & COMPLIANCE ORIENTATION MODULE PPT

Since the 12/11/2015 meeting, Gwen updated the online HIPAA module to include three new slides (beginning after slide 18) regarding students accessing their own patient information. Slide 7 outlines the consequences of failing to follow HIPAA guidelines.

COLLEGE CONTACT FOR CLINICAL UPDATES & COMMUNICATIONS

A college contact is needed who can notify, in a timely manner, the correct educators and/or students with important hospital updates & communications. College/university members were asked to consult with their faculty/staff to determine who their main contact should be. **Please email Ann Franz with the contact information by 1/6/2016.** After the contacts have been determined, the information will be added to the website.

STATEWIDE HEALTHCARE ALLIANCE (SHA) UPDATE

The SHA is currently meeting once a month. They are close to finalizing the statewide healthcare requirements. Physical exams may be required by certain agencies.

The following mission statement was drafted: "A collaborative community committed to sharing best practices and finding innovative, proactive solutions to challenges of the Wisconsin healthcare workforce." Katie asked members for possible edits to the SHA mission statement.

There will be a Wisconsin Statewide Healthcare Alliance Summit on Wednesday, April 27, 2016 – 10:00 a.m. to 3:00 p.m. in the Wisconsin Dells. Members were asked to consider attending. Preliminary topics include:

- Individual updates from each alliance highlighting new accomplishments/initiatives since the last summit.
- Final approval of the student health requirements.
- Next steps on developing a formal statewide alliance.
- Update on the healthcare TAACCCT grant.
- Information on Wisconsin's healthcare apprenticeship initiative.

MEDICAL CLINIC SUBCOMMITTEE UPDATE

Cindy Theys reported the medical clinic subcommittee held their first meeting this morning, prior to the clinical subcommittee meeting. Their charter draft and membership list were reviewed. They will continue to hold monthly meetings, but will schedule them following the clinical subcommittee meetings.

NEXT MEETING

The next meeting of the GGBHA clinical subcommittee will be on Friday, January 8, 2016 at Rasmussen College, 8:30 to 10:00 a.m. Agenda items include:

1. Review Rolling Agenda Items for 2016
2. Hospitals' Orientation Seminar Agenda
3. Report Out from each College on 2015 (January-December) Student Enrollments in Healthcare Degree Programs
4. Employability Skills
5. Epic Security Access Form
6. Student Evaluation of the Clinical Site OR Precepted Clinical Form
7. College Contact for Clinical Updates & Communications
8. Medical Clinic Subcommittee Update