



CLINICAL SUBCOMMITTEE MEETING MINUTES

Friday, May 13, 2016

Rasmussen College – 8:30 to 10:00 AM

ATTENDEES: Julie Baeten-HSHS, Gwen Baumel-Aurora, Sharon Gerrits-Bellin, Laura Janssen-Aurora, Lori Kroenke-CMN, Brian Krogh-NWTC, JoAnn Swanson-Bellin College, Cindy Van Dyke-UWGB, Julie Williams-Rasmussen College, Debbie Thompson-GGBHA

Who	Topic	Decisions/Next Steps/Timeline	Lead Accountability
Laura Janssen	Epic Refresher Training Friday, June 3, 2016 8:00 AM to 12:00 PM 7:50 AM Check-in	Aurora Sports Medicine Building - Strength Room 1160 Kepler Drive, Green Bay, WI Space is limited to 20 participants.	Epic Instructors & New Instructors New instructors must attend.
Gwen Baumel	Background Approval Policy Form	Check with Aurora’s Loss Prevention for possible form edit(s).	Gwen Baumel
Gwen Baumel	Course Evaluation to be Completed by the Preceptor Form	Gwen will revise the form and bring it back for review by members.	Gwen Baumel
Sharon Gerrits	Pain Management & Reassessment Documentation	Faculty: Remind students to perform this reassessment & documentation. Clinical Sites: Confirm the charting software has been enabled to allow for any flags to remind students.	All Members
Ann Franz	Employability Skills Video Filming	Email to Ann your day and time preference for the filming, if you have not done so already. July 12 & 13 are the available dates. One of the dates will be chosen for all of the filming.	Aurora, Bellin Health, HSHS, Rennes Video Participants
Gwen Baumel	Clinical Placement Software Project	Continue working on this project in an effort to pilot it for a 3-month period during the fall 2016 semester. The new software, in addition to traditional methods, will be utilized simultaneously for the trial.	All Members

BACKGROUND APPROVAL POLICY FORM

The form was reviewed and has been updated on the GGBHA website since the 5/13/2016 meeting. Gwen will check with Aurora’s Loss Prevention for any additional edits.

EPIC TRAINED INSTRUCTORS FORM UPDATE & EPIC QUESTION – JOANN SWANSON

The Epic trained instructors form was edited and has been updated on the GGBHA website since the 5/13/2016 meeting.

When utilizing the newly created “Epic Access Request” form, enter only the items requested by the facility. Anything not applicable (N/A) can be left blank. If needed, the site will contact any faculty member who does not have all of the information required by their facility to process the request.

RN PRECEPTOR HANDBOOK REVIEW

The RN Preceptor Handbook was reviewed and has been edited since the 5/13/2016 meeting. The following changes were made.

- Under “STUDENT RESPONSIBILITIES” (Page 3) added: 1. Student must be available during the preceptor’s scheduled hours.
- On Page 4, both “NOTE” sections: **Clinical site** policy supersedes this list.

PAIN MANAGEMENT & REASSESSMENT DOCUMENTATION – SHARON GERRITS

An educator on Bellin's medical unit asked what faculty are doing to have students reassess pain, as this documentation is frequently being missed by students. Faculty members are asked to confirm that any charting software flags for students in this regard have been enabled. Faculty are asked to provide a reminder to students to perform pain management and reassessment documentation.

CLINICAL PLACEMENT SOFTWARE PROJECT UPDATE – JULIE WILLIAMS

Amanda Swenty, MSN student, worked diligently on the project and completed her practicum. Due to a time crunch, Julie gave the presentation and overview of Amanda's clinical placement software program that utilizes an Excel spreadsheet. The project has a good start and is approximately 70% completed. The program will reduce the amount of emailing that takes place for requests, streamlining the overall process.

Members agreed to pilot the program for a 3-month period in fall 2016, in addition to utilizing the traditional method for clinical placement requests. There will be a lot of revising and work to do before the program goes live. At this point, the spreadsheet is only for instructor-led clinicals. Debbie Thompson will work with Infinity Technology to get the secure side of the website up and running, in addition to consulting with Infinity on getting the live/editable data posted.

STATEWIDE HEALTHCARE ALLIANCE UPDATE

Julie Baeten, JoAnn Swanson and Katie Olp attended the recent Statewide Healthcare Alliance Summit in the Wisconsin Dells. Julie and JoAnn shared that the meeting was very informative, interesting, and provided great networking opportunities. The following were points of interest.

- There are a number of areas in the state with a startup program. The Milwaukee area has recently started a group and has found value in referencing the GGBHA website and its forms.
- A Statewide Healthcare Alliance conference is being planned for August. Interpersonal communication and how to better communicate with other disciplines will be discussed. School and site representatives are welcome to attend. Registration information is forthcoming.
- Apprenticeship for healthcare was presented, in an effort to peak interest and get people on board. However, it was felt by many attendees that apprenticeship does not meet academia in this role.
- Members are interested in meeting every six months at a centralized location, possibly in Stevens Point.

COLLEGE OF MENOMINEE NATION

Lori Kroenke reported CMN's Board of Trustees has decided to put their TPN and ADN programs into latency as of 12/31/2016. These programs are no longer going to be grant or CMN funded. They will retain their CNA program. Some of their students want to transfer and are considering technical college opportunities. **Lori asked for members' support in regard to any of their students who may reach out to GGBHA schools for transfer opportunities.**

The time crunch has been communicated to students. Summer courses are being ran at CMN so part-time students can be full-time for the fall semester. The College is willing to work with the clinical sites and want to make every effort to have their students graduate. All second semester and a couple of four semester students will be graduating. Unfortunately, 12 bridge students coming in for summer had to be turned away. **CMN also has adjunct instructors who are looking for teaching opportunities. Please contact Karen Bialcik in this regard.**

NEXT MEETING

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

- Overall Website Review (Per Standing Agenda Items) – **Members are asked to review the overall website prior to the meeting, noting any desired changes, due to time constraints.**
- Determine what content will be included on the password protected area of the GGBHA website.
- Clinical Placement Software Project Update
- Epic Refresher Training Update
- Employability Skills PPT/Video Update
- Statewide Healthcare Alliance & Medical Office Subcommittee Updates