



CLINICAL SUBCOMMITTEE MEETING MINUTES

Friday, June 10, 2016

Rasmussen College – 8:30 to 10:00 AM

ATTENDEES: Samantha Behling-C.T.C., Sharon Gerrits-Bellin, Laura Janssen-Aurora, Brian Krogh-NWTC, Tammie Rodgers-Rasmussen College, Laura Rowell-UWGB, JoAnn Swanson-Bellin College, Phil Taylor-NWTC, Cindy Theys-NWTC, Michelle Vanden Heuvel-Globe University, Ann Franz-GGBHA

WEBSITE REVIEW

There are a few changes that need to be made to the website:

- The Preceptor Agreement needs to be changed to remove the Address line and modify contact phone to preferred contact phone number.
- Change section on the clinical process for Step 2, section 1: (add to the last sentence of section) Form is to be submitted on or by the start date of clinical and no more than two weeks before clinical start date.

Overall, everyone was very pleased with the website.

MINIMUM NECESSARY WORKSHEET

The worksheet is an Aurora form, which Laura will check back to see if she still needs to use it. Sharon shared that Bellin has staff sign a similar form each year, however, students sign the GGBHA form which is a highbred of their form.

PASSWORD PROTECTED ON WEBSITE

At this time, there doesn't seem to be any area on the website that needs to be password protected. If so, it was decided that there will be one password that will be used by all.

CLINICAL PLACEMENT SOFTWARE

Several of the colleges and healthcare organizations have been contacted by companies that have a clinical placement software. NWTC met with Castle Branch, which is piloting a new clinical placement software called, "Bridges". It has the capability of having documenting preclinical requirements, placement/scheduling, orientation/onboarding and record keeping. The software has the healthcare organizations preload their capacity and then the colleges work on placement. The software was developed by the Maryland Hospital Association. At this time, there is no fee for using the system. There will be a fee of approximately \$35 per student after the pilot period.

Sharon was approached by another software tool called, "MyClinicalExchange". It has similar features to the Castle Branch system and is \$36.50 per student. Aurora shared that they are in the process of purchasing a software system and MyClinicalExchange is one of the finalists. Rasmussen's MSN student clinical placement project is still taking place for the fall.

The committee would like to have a small group meet to discuss the needs of the membership for a software system and from that develop rubrics to evaluate the different systems. Ann will send out a Doodle poll to determine a time to meet in July with recommendations given at the August meeting. After the rubrics are designed, the committee would like to have the clinical placement software companies present at a meeting in September or October.

EPIC REFRESHER TRAINING

The Epic training took place on June 3, 2016 with 14 participants. The committee will consider hosting another training next spring, ideally prior to the end of the contractual year of the educators.

EMPLOYABILITY SKILLS PPT/VIDEO UPDATE

The subcommittee has modified the name of the training module to **Professional Expectations in the Workplace**. The filming will take place on July 12, 2016. Healthcare leaders participating in the filming are:

Introduction – Gwen Baumel, Aurora
Professional Appearance – Kelly Otto, Rennes
Communication Skills - Heather Schroeder, Aurora BayCare Medical Center
Working Effectively on a High Performing Team – Paula Hafeman, HSHS
Professionalism – Laura Hieb, Bellin

The PPT will be completed by the Clinical subcommittee's August meeting for review. The module will be shown at the Hospital Orientation meeting on August 19, 2016.

STATEWIDE HEALTHCARE ALLIANCE UPDATE

There was no update on the Statewide Healthcare Alliance. The Medical Office subcommittee is working on mapping out the clinical request process and developing a common form.

NEXT MEETING

Due to the holiday, we will not be meeting in July. The next meeting of the GGBHA clinical subcommittee will be on Friday, August 12, 2016 at Rasmussen College, 8:30 to 10:00 a.m. Agenda items include the following.

- Hospital Orientation Meeting on Aug. 19, 2016
- Clinical Placement Software Project Update
- Professional Expectations in the Workplace Training Module
- Statewide Healthcare Alliance & Medical Office Subcommittee Updates