



**CLINICAL SUBCOMMITTEE MEETING MINUTES**  
**Friday, September 9, 2016**  
**Rasmussen College – 8:30 to 10:00 AM**

**ATTENDEES:** Julie Baeten-HSHS, Gwen Baumel-Aurora, Sharon Gerrits-Bellin Health, Sherri Hanrahan-Bellin College, Laura Janssen-Aurora, Brian Krogh-NWTC, Catherine Mraz-Hoffman-Bellin Health, Katie Olp-Rasmussen College, Cindy Theys-NWTC, Michelle Vanden Heuvel-Globe, Cindy Van Dyke-UWGB, Julie Williams-Rasmussen College, Ann Franz-GGBHA, Debbie Thompson-GGBHA

Who	Topic	Decisions/Next Steps/Timeline	Lead Accountability
Sharon Gerrits/ Cathy Mraz-Hoffman	Generic Student Orientation Checklist	Review the attached draft before the 10/14/16 meeting.	All Members
Cathy Mraz-Hoffman	Instructor Led Spreadsheet for Clinical Placement Data	Cathy will create and share the spreadsheet “shell” for review prior to the 10/14/16 meeting.	All Members
Cindy Theys/ Brian Krogh Sharon Gerrits	Setup Presentations from Clinical Placement Software Vendors	<i>Tentatively:</i> CastleBranch Present on 10/14/16 myClinicalExchange Present on 11/11/16	Cindy/Brian, Sharon

Attendees signed a thank you card for Craig Smoll, WebOuts LLC, in appreciation for his filming of the “Professional Expectations in the Workplace” videos. Craig provided his services at no cost to the GGBHA.

**CLINICAL INSTRUCTORS’ ORIENTATION (AUGUST 19, 2016) - FEEDBACK**

The orientation went well and had good attendance. Instructors liked the information and venue. The date and time also worked well. The event provided a great networking opportunity.

- ✓ A date and location for next year’s Clinical Instructors’ Orientation will soon be chosen.
- ✓ Next year’s event will include an attendee post-survey.

**CLINICAL PLACEMENT SOFTWARE PROJECT**

Much interest has been generated to provide a system that benefits all involved in the clinical placement process. Attendees reviewed the clinical placement information (schools & facilities) that was submitted to Ann. Discussions included the following.

- Add clinical placement software on the next Statewide Healthcare Alliance agenda. Discuss whether or not a statewide system can be adopted.
- Determine if there is funding (grants) available for this project.
- Julie Baeten shared that HSHS is tapping into areas they never thought they would, but it has been working out beautifully.
- There is a huge need to put students in the OR.
- NWTC is looking to possibly use hospital sites for CNA training, in an effort to increase the numbers.
- Some sites are providing clinicals Monday thru Friday, including PMs, leading to certain areas being overwhelmed.
- HSHS does *not* take students in the cardiac ICU.
- Higher level students can be placed in case management.

NWTC is beta testing and will be piloting CastleBranch’s Bridges clinical evaluation tool. The software includes student onboarding and placement. Members expressed interest in having one of CastleBranches’ reps present their clinical placement software at an upcoming GGBHA meeting. **Cindy Theys and Brian Krogh will connect with April of**

**CastleBranch to possibly provide a webinar at October's meeting. Sharon Gerrits will contact her myClinicalExchange rep to present at November's meeting.**

Cathy Mraz-Hoffman will create an Excel spreadsheet template that can be populated by members. It will be similar to the spreadsheets Cathy submitted for Bellin Health Ambulatory Care clinical placements. The colleges can block their clinical session times on the spreadsheet. The instructor led spreadsheet will be separate from the precepted. Members will **focus on instructor led clinicals** for now. The sites will list their units for the calendar year. The goal will be to store the live spreadsheets on the secure side of the GGBHA website, while condensing/standardizing the data. The spreadsheets will be further discussed at the 10/14/2016 meeting.

#### **REGIONAL HEALTHCARE ALLIANCES' MEETING**

Members discussed scheduling a meeting in February or March with the Lakeshore and Fox Valley Healthcare Alliances. Clinical placement software can be discussed, in addition to establishing other ways members can benefit from partnering. **Ann will contact Lakeshore and Fox Valley reps to determine a date/time.**

#### **GRADUATE PLACEMENT & SATISFACTION SURVEYS FROM HR – JULIE WILLIAMS**

Julie discussed the need to get more information on whether or not their grads have been hired. She does not need student names; however, numbers are helpful. Information received has been limited. HRs would like to know if students graduated and who the best students are. Surveys can benefit the schools and facilities. **Julie and Sharon Gerrits will collaborate to pilot a program in this regard.**

NWTC conducts a 6-month Internet grad survey, in addition to providing feedback to the floors.

#### **RASMUSSEN SITE VISIT – JULIE WILLIAMS**

Rasmussen's accreditation is scheduled for October 25 to 27. Julie will be sending formal invites and would like for GGBHA Clinical Subcommittee members to attend.

#### **BELLIN COLLEGE QUESTION REGARDING GRADUATE PROGRAM CLINICAL INSTRUCTOR REQUIREMENTS**

Ann was sent a question from Ann Wasmund of Bellin College in regard to *whether or not graduate program clinical instructors are required to review the four modules and complete the required confidentiality and acknowledgment form. The instructors do not provide direct clinical care with patients. They do check-in (either through email or site visits) with the preceptors and students throughout the semester while they are completing the practicums.* **GGBHA Response: The instructors are expected to have the same knowledge, necessitating the need for them to complete the four modules and confidentiality and acknowledgement form. It is important for the instructors to have that information and understanding, even though they do not provide direct patient clinical care.**

#### **STATEWIDE HEALTHCARE ALLIANCE**

The Statewide Healthcare Alliance Summit will likely be postponed until spring.

#### **MEDICAL OFFICE SUBCOMMITTEE**

Katie Olp and Cindy Theys will be co-chairing the Medical Office Subcommittee. The group will be meeting today following the Clinical Subcommittee meeting.

#### **NEXT MEETING**

The next meeting of the GGBHA clinical subcommittee will be on **Friday, October 14, 2016 at Rasmussen College, 8:30 to 10:00 a.m.** Agenda items include the following.

- Clinical Placement Software Vendor Presentation (*Tentatively*)
- Clinical Placement Spreadsheet Created by Cathy Mraz-Hoffman
- Generic Student Orientation Checklist Draft
- Statewide Healthcare Alliance & Medical Office Subcommittee Updates