

**Greater Green Bay Health Care Alliance**  
**CLINICAL MEETING MINUTES**  
**Friday, June 23, 2023 | 8:30 AM | via Microsoft Teams**

**ATTENDEES:** Christian Cottingham-Endter-AAH, Karen Ganey-AAH, Sarah Greely-Prevea, Sherri Hanrahan-Bellin College, Laura Janssen-AAH, Kari Liebeck-NWTC, Andrew Nicholson-AAH, Phil Taylor-NWTC, Cindy Theys-NWTC, Debbie Thompson-NWTC, Chris Vandenhouten-UWGB, Kelly Verhasselt-Bellin Health, Ann Wasmund-Bellin College, Sherry Willems-HSHS, Kaitlin Williams-UWGB, Ka Yang-UWGB, Selena Zimmerman-NWTC

#### **EPIC TRAINING UPDATE**

Discussion ensued as to how members would like to proceed with this training, as there have been limited options. Bellin Health's analysts cannot create education for other sites. Bellin College is able to use Bellin Health's product for Epic training.

AAH has nine Epic modules that teach basic functionality and take about an hour for their students to complete. If instructors want their students to learn more, they can reserve an AAH classroom for demos. AAH principal trainers developed some Epic training for their clinic side.

Ideally, Epic would provide student training modules, but cost is a concern. Building our own training modules would be too time consuming and costly. One organization would need to own the training and then contract to the other GGBHCA organizations. The owner would need to get credentialed, build the play environments, update for changes, and attend Epic classes. The owner would need to be a full FTE, consultant / builder, and on-call for changes.

Another suggestion was, for now, to create one sheet that explains Epic and its guidelines. Determine the top ten things that are relatively constant – flowsheets, MAR, 95% med surge inpatients. Credentialing for instructors could also be considered.

Sherri Hanrahan will try to reach out to Epic one more time. For now, members will continue with their current Epic training practices. Advocate Aurora students will continue to be expected to complete AAH's modules. Members will need to provide students with as much knowledge as possible at the sites. Students tend to learn quickly and best at the sites with their instructors.

**Please remind faculty to share the site-specific tip sheets and co-sign student charting before leaving the unit each clinical day.**

#### **UPDATE EPIC SITE-SPECIFIC SHEETS**

The sheets are housed on the GGBHCA website. Chris Vandenhouten will follow-up with Jackie Holm (UWGB), while Kari Liebeck will follow-up with Jackie Stewart (NWTC).

#### **WEBSITE MISSION & VISION**

**Members are asked to review the proposed mission and vision (below), that S. Hanrahan and C. Vandenhouten worked on, as discussed at the 6/23 meeting. If there are no suggested changes, the website home page will be updated on July 13, 2023.**

**Mission:** *The Greater Green Bay Health Care Alliance is a collaboration of health care and higher education organizations committed to sustaining an academic-practice partnership built on trust, mutual goal setting, and reciprocity to advance healthcare education and practice across the continuum.*

**Vision:** *To ensure a sufficient and highly qualified workforce that meets the needs of our communities.*

**The vision is achieved by:**

- Ensuring safe and high-quality clinical experiences for a wide spectrum of health care professional students.

- *Identifying opportunities for clinical/residency placement efficiencies.*
- *Sharing policies and procedures of healthcare and academic partners.*
- *Intentional collaboration across GGBHA membership.*
- *Monitoring trends in both healthcare and academia.*
- *Promoting diversity, equity, inclusion, and ethics.*
- *Supporting new and expanding educational opportunities.*

## REVIEW: CLINICAL FORMS

Since the 6/23 meeting, the following website forms have been *updated* or indicated as *reviewed* on the website.

**Affiliation Verification** – Added *or declination* to section 4 and the table (page 2). Added *if required and passed* to section 8. Last table column, under the Fit Testing heading: added *if required* and *NA*.

**COVID-19 Student-Faculty Communication Procedure** - Removed from the website and archived. Students with suspected or + covid will no longer need to be reported to the healthcare agencies.

**Background Approval Policy** – No changes

**Criminal Background Check Process** – No changes

**Clinical/Residency Placement Request Forms** - Preceptor Requests & Groups with Instructor Requests – No changes

**Confidentiality Agreement and Acknowledgement of Orientation Modules** – No changes

**Epic & Pyxis Access Requests** – No changes

**Hepatitis B Declination** – No changes

**Immunization & Health Requirements** – No changes

**Instructor Preclinical Checklist** – Changed the form's title to *New Instructor or New to Site, etc.* Removed the last column (*Facility Rep or RN's Signature*). Added a signature line at the bottom of the form for the facility rep or RN's signature. For item 8, removed *student coordinator* and added *unit representative*.

**Onsite Student / Advanced Practice Provider / Resident Orientation Checklist** – No changes

**Student Assignments: Bellin College | NWTC | Rasmussen University | UW – Green Bay** – No changes

**Student Evaluation of the Clinical Experience (Group or Precepted)** – No changes

## PLAN: CLINICAL INSTRUCTORS ANNUAL UPDATE | AUGUST 11, 2023 | 8:30 TO 10:30 AM

**Members and their colleagues can confirm their attendance via the registration link sent by Sherri Hanrahan.** The event will be held live virtually, in addition to a recorded link posted on the GGBHCA website. **Each presenter is asked to add a slide(s) to share their fit testing and covid policies.** Presenters are also asked to send all their updated slides to Debbie by **Friday, July 21.**

## MCE UPDATES – LAURA JANSSEN & KAREN GANEY, AAH

Due to time constraints, there were no updates.

## CONFLICT MANAGEMENT FOR STUDENTS

Due to time constraints, there were no updates.

## INCLUSIVITY FOR PROFESSIONAL EXPECTATIONS MANDATORY MODULE – SARAH GREELY, PREVEA

Sarah will forward the updated slides. Prevea will not be using the slides, due to some of the updated information not aligning with their organization's values. GGBHCA members will continue working on this initiative.

## NEXT MEETING

The next GGBHCA clinical subcommittee Microsoft Teams meeting will be on Friday, July 28, 8:30 to 10:00 a.m. Agenda:

1. Epic Training Update
2. Update: Epic Site-Specific Sheets
3. Plan: Clinical Instructors Annual Update 8/11/2023 – Covid & Fit Testing Slide Info Update
4. MCE Updates – Laura Janssen & Karen Ganey, AAH
5. Conflict Management for Students
6. Update: Inclusivity for Professional Expectations Mandatory Module