

**Greater Green Bay Health Care Alliance**  
**CLINICAL MEETING MINUTES**  
**Friday, July 26, 2024 | 8:30 AM | via Microsoft Teams**

**ATTENDEES:** Sherri Hanrahan-Bellin College, Laura Janssen-Advocate Health, Jenn Leonard-HSHS, Cheryl Rentmeester-NWTC, Cindy Theys-NWTC, Chris Vandenhouten-UWGB, Kelly Verhasselt-Bellin Health, Nicole Phillips-NWTC, Kaitlin Williams-UWGB, Mary Otto-Advocate Health, Ally Mueller-HSHS, Christian Cottingham-Endter-Advocate Health, Stacie Jacquet-Door County Medical Center, Patty Summerville-Advocate Health, Ashlie Brown-Advocate Health, Erik Costea-Rasmussen, Jessica Boldt-Advocate Health, Selena Zimmerman-NWTC

**Update EPIC Site Specific Sheets**

Jackie Holm is working on the Bellin EPIC site sheets and will be added to the website once it is completed. Brian and Sherri will contact Jackie Stewart to see where she is at with the HSHS site sheets. We will update the status at the next meeting.

**CLINICAL INSTRUCTORS ANNUAL UPDATE | AUGUST 9, 2024 | 8:30 – 10:30 AM | VIA MS TEAMS**

Members are asked to forward the invite to their colleagues that would be interested in attending. Contact Sherri Hanrahan for the invite link or for anyone interested in presenting. This meeting will be virtual and recorded and can be shared once the recording is completed.

**EPIC TRAINING UPDATE – Chris Vandenhouten, UWGB**

There were no updates. Hoping to hear an update from Marquette at the ANEW meeting on October 2<sup>nd</sup>, on the product they are using to train their students.

**MCE UPDATES – ADVOCATE HEALTH**

Workday modules are available to anyone starting clinicals and will need to be completed. There is an offsite instructor orientation virtual link that can be shared with the offsite instructors with high-level information that the instructor may need to know to help support the student. Offsite instructors are required to collaborate with the student and their preceptors. A touch base will be needed for the beginning of clinicals, followed by a second touch base. The student will have a new document that will be ready in a few weeks that will attest to the document, the same as the other two documents that are already there. The instructor will watch the 10-minute video and sign saying they completed that. Advocate Health will monitor compliance and contact the schools if instructors are not completing. Instructors should not be added to MCE. The instructor's name should only be entered in the student's comments with their email information. The team will email the instructors with the expectation to watch the 10-minute recording and sign. More information will be sent to each school once the form for the students is ready.

**Discuss Career Exploration on the webpage – Brian, NWTC**

Each organization has its own process when it comes to shadowing. AHEC works with Inspire Sheboygan and helps facilitate career shadowing and career exploration. Chris will reach out to see if we can add a link for them, and we will wait to hear from Chris before we make any changes to the website.

**New EPIC & Pyxis Access form for Bellin**

A new link was added to the website for Bellin. The other form was changed to indicate HSHS and Prevea. Aurora is through MCE.

### **On-Site Orientation Checklist form – Kelly Verhasselt, Bellin**

Bellin's compliance team wanted to add wording to the on-site orientation checklist to ensure that during a unit tour, the rules and regulations are reviewed.

[OnsiteStudent-ResidentOrientationChecklist7-26-2024.docx](#)

Added to item #19 (Only Specific to Bellin): Locate and review the Compliance Program Standards of Conduct (Julius > Controlled Documents> Policies & Procedures > search Compliance Program Standards of Conduct).

### **TB Education Module – Chris Vandenhouten, UWGB**

With the change of the health requirements for TB testing to align with the CDC recommendations for healthcare workers, an initial TB screening followed by an annual TB questionnaire and education is needed. Because of this, an education module needed to be developed. Bellin Health's educational module is currently being used until GGBHA develops its own module. Below is a link to view the new TB Education module. Please look over and make recommendations.

[TB Education 7\\_25\\_24.pptx](#)

### **ADDITIONAL UPDATES**

Since there is an annual update meeting at the beginning of August, we will cancel the August 23<sup>rd</sup> meeting.

### **NEXT CLINICAL MEETING**

The next clinical MS Teams meeting is scheduled for Friday, September 27, 2024, 8:30 to 10:00 a.m. Standing agenda items:

- Update Site Specific Sheets
- Recap: Clinical Instructors Annual Update
- Review: Preceptor Handbook
- Review: Preceptor Forms
- Follow – Up TB Education Module
- Follow - Up Career Exploration on the webpage