

**Greater Green Bay Health Care Alliance**  
**CLINICAL SUBCOMMITTEE – WEBEX MEETING MINUTES**  
**Friday, June 24, 2022 | 8:30 to 10:00 AM**

**ATTENDEES:** Karen Ganey-AAH, Sherri Hanrahan-Bellin College, Laura Janssen-AAH, Carrie Karcz-Bellin Health, Brian Krogh-NWTC, Kristi Kuhfuss-AAH, Jenn Leonard-HSHS, Ashley Otto-Rasmussen University, Annie Short-AHEC, Joan Steeno-NWTC, Christine Vandenhouten-UWGB, Kelly Verhasselt-Bellin Health, Ann Wasmund-Bellin College, Lori Wirth-NWTC, Debbie Thompson-NWTC

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

When the subgroup's editing is complete, the sheets will be updated on the website.

#### **EPIC TRAINING UPDATE**

AHEC may be able to assist with the Epic training for students going to sites other than Advocate Aurora. Annie Short contacted Epic and is waiting to hear back. Members will continue to work on this training initiative.

#### **REVIEW CLINICAL FORMS**

Since the 6/24/2022 meeting, the website forms have been updated. If there were no changes, the form was indicated as 'Reviewed'. Changes are listed below.

- **Student Evaluation of the Clinical Experience (Group or Precepted)**
- **Epic & Pyxis Access Requests**
- **Affiliation Verification** – Edited 'PROGRAM' for program contact's name.
- **Background Approval Policy** – Chris Vandenhouten shared the following link regarding instructions for completing WI convictions and pending charges form 2254. <https://dsps.wi.gov/Credentialing/General/Fm2254.pdf>
- **Criminal Background Check Process**
- **Clinical / Residency Placement Request Forms** – The Excel booklet now opens to the 'PRECEPTOR REQUESTS' sheet. Eliminated unused (blank) columns on both sheets. This allowed for the 'STUDENT NAMES (if known)' last column to be larger for both sheets.
- **Confidentiality Agreement and Acknowledgement of Orientation Modules** – Added to the footer, 'THE COMPLETED FORM MUST BE RETAINED BY THE SCHOOL FOR SEVEN YEARS.' '(OPTIONAL)' was added following 'Enter the student ID # that identifies you at your school.'
- **Hepatitis B Declination**
- **Immunization & Health Requirements**
- **Instructor Preclinical Checklist** – Item 10: Changed 'self' to 'instructor'. Item 11: Added 'and students'. Item 12: Removed 'or hand-delivered'.
- **Onsite Student / Advanced Practice Provider / Resident Orientation Checklist**
- **COVID-19 Student-Faculty Communication Procedure**
- **Student Assignments** - Bellin College, NWTC, Rasmussen University, UW - Green Bay

Website Change: Under 'ADVOCATE AURORA HEALTH CARE' the note '(for non-nursing students)' was added following 'Advocate Aurora Epic/Pyxis Request Form'.

#### **STUDENT HOUSING – ANNIE SHORT, NEWAHEC**

Annie asked members if it would be of value if NEWAHEC helped facilitate housing for clinical students pursuing a health care career. Members shared this would be valuable. Reasons included that some clinical students have declined coming to the area due to not finding affordable housing.

NEWAHEC would contact the health systems to recruit their professionals to house clinical students. Rental fee recommendations and agreement templates would be made available. Students would have access to see all the available rental options. Annie will continue to work on this initiative and hopes to have a process in place for September 2022 to begin recruiting professionals to open their homes to clinical students.

## PLANNING: CLINICAL INSTRUCTORS ANNUAL UPDATE

Friday, August 12, 2022

Check-in 8:00 to 8:30 AM | Program: 8:30 to 10:00 AM

Bellin College, Room 113 | In Person, Virtual, Recorded

- ✓ Presenters – Let Sherri Hanrahan know if you are planning to present virtually.
- ✓ Members are encouraged to forward the invite to anyone they feel can benefit by being in attendance. For anyone that accepts the invite, Sherri will need to know if they will be attending in person.
- ✓ Presenters are asked to complete their PowerPoint slides and send them to Debbie Thompson by **Friday, July 29**.

## MCE UPDATES – KAREN GANEY, AAH

There were no MCE updates.

## COVID UPDATES

There were no Covid updates.

## NEXT MEETING DATE/TIME/AGENDA

The next GGBHA Clinical Subcommittee Webex meeting will be on **Friday, July 22, 2022**, 8:30 to 10:00 a.m.

Agenda:

- ✓ Update Epic Site-specific Sheets
- ✓ Epic Training Update
- ✓ Planning: Clinical Instructors Annual Update
- ✓ MCE Updates – Karen Ganey, AAH
- ✓ COVID Updates
- ✓ Next Webex Meeting Date/Time/Agenda