

**CCPS STEERING COMMITTEE MEETING
 WEDNESDAY, APRIL 2, 2014 ~ 1:30 – 3:30 PM
 NATIONAL UNIVERSITY, 20 RIVER PARK EAST, Room 226
 SUMMARY**

TOPIC	DISCUSSION	OUTCOME
Welcome/Introductions	Meeting called to order at 1333 by Lynne Ashbeck.	Lynne welcomed the members and self –introductions were made.
Introduction of new Program Director	Lynne welcomed back Pilar De La Cruz -Reyes	Pilar will be the new program director as of March 1, 2014.
American Data Bank	<p>Pilar introduced Angela Kwon from American Data Bank (ADB) who attended the meeting to give an update on the background check process and immunization tracking.</p> <p>A new immunization screening system will soon be available. The entire consortium has to agree to the same implementation date</p> <p>Complio system is a new system for immunization completion and tracking. Cost for this system runs about \$23-35 per year and can be paid either by the school or students. ABD can build the system to match the form the consortium is currently using.</p>	<p>ADB is now utilizing the Federal background check and drug screen system which went into effect in January 2014. There is an additional \$10 cost to the student for this service.</p> <p>A new system is being introduced (background check, paperless electronic drug screen and immunization tracking all in 1 system). The electronic drug screen can be done at Quest and lab Core wherever there is coverage for electronic process. Unfortunately, West Hills will have to continue to use the paper system due to coverage unavailability.</p> <p>There was agreement by the Consortium members to begin this process by mid to end of October, 2014. Members can continue to use the paper system until the new system is set up around the end of October.</p> <p>FCC and College of Sequoias are currently using the new Complio system for immunization tracking and is very complimentary of how it works; it is much faster and user friendly than the old system.</p>
Review of November 13, 2013, minutes	The meeting minutes were reviewed.	The November 13, 2013 meeting minutes approved as sent.
CCPS Operations	<u>MOUs</u> : there are still some MOUs that have not been returned. These schools have been notified. Concern that they may need to be sent	The Hospital Council will be asked to send out the invoices annually in early November after the membership approves the budget for the following year at the October meeting. The

	<p>earlier than December as the holiday period is a difficult time to get the necessary approvals from everyone.</p> <p><u>Budget</u> YTD information was reviewed.</p> <p><u>Conflict resolution meeting</u>: Sharon gave a report on the results. This year it went much better. Most of this year’s conflicts are with Kaweah Delta and Children’s Hospital.</p> <p><u>Quarterly meetings</u>: are they still necessary or can we move to meeting just 3 times a year with the ultimate goal to meet just twice a year.</p>	<p>MOUs will be updated and distributed for signature to the membership every other year in November.</p> <p>It is imperative that each facility pay their dues on time in order to keep the system going. At the end of the meeting, there were only 48 conflicts as compared with 93 last year. Great job everyone! Sharon will hold a training session for agencies next Wednesday, April 9.</p> <p>Members agreed to go to 3 times a year meetings: January, May and October. The next meeting will be on October 22.</p>
Expansion of Clinical Sites	<p>The Marketing committee composed of Stephanie, Cricket, Lesa, Brenda and Sharon met with Gloria to explore whether Long Term Care (LTC) would be interested in joining the Consortium. As more schools are being established (i.e. Pharmacy school), there needs to discussion as to how the Consortium can accommodate everyone.</p> <p>One of the main issues with expansion is the number of available preceptors. Instructors need to communicate with each other regarding units where their students will be floated to each day to make sure that there are sufficient nurses available and so that there are not more floats than there are RNs available on the unit.</p> <p>Pediatric sites. Pilar asked Louise Bailey to clarify the Board’s position regarding pediatric clinical sites.</p>	<p>The committee will be re-grouped and will include representatives from the other disciplines so that there can be more interpersonal collaboration. Pilar will ask Kathi to set up a meeting.</p> <p>Louise stated that “25% of pediatric clinical practice could take place in simulation. She also stated that the other 75% DID NOT have to be in acute care; it could be in outpatient settings, ambulatory care and other various sites. However, our Nursing Education Consultants will tell the directors that if you are going to use other sites besides acute care that this information needs to be included in the curriculum and the objectives and has to have BRN approval.</p>

<p>Faculty/Student Handbook</p>	<p>Questions as to whether the book was actually reviewed last year. It is supposed to be reviewed and updated once a year in the fall. Volunteers were asked for to serve on this subcommittee.</p> <p>The issue regarding visible tattoos on staff members' hands was addressed. Not all of the clinical agencies are enforcing the policy regarding no visible tattoos. Academia is telling their students that visible tattoos are not allowed, but when the students go on the floor, they see staff with tattoos.</p>	<p>Gwen, PT, Belen, Mindy, and Brenda agreed to serve on this committee. A meeting will be set up in September or October, 2014 and will be held in the Selma area. Pilar will ask Kathi to set up the meeting.</p> <p>The policy regarding tattoos will be readdressed.</p>
<p>ID badges for students</p>	<p>In a meeting with Carla Milton, she requested that students who are issued a hospital ID, be asked by faculty to keep those IDs so that they do not have to be re-issued when they return for a clinical rotation. Having to have new name badges made can slow up the approval process.</p> <p>Academia members expressed concern as to the expiration dates that the badges have on them; Can the badges be student protected in ADB?</p>	<p>Alice, Belen and Kerry agreed to have a conference call meeting to discuss this further. Pilar will talk with Angela Kwon about this issue and will ask Kathi to set up a conference call.</p>
<p>Issues/Concerns</p>	<p>Need to have a way that the website can list the maximum capacity for each unit.</p> <p>Organized administrative calendar; need to have one that lists all of the relevant events regarding the Consortium.</p> <p>Simulation; need to be able to make better use of this type of learning. There needs to be better collaboration and interprofessional simulation training in the Valley.</p>	<p>This can be accomplished by each of the hospitals updating their page on the website that lists the maximum number of students allowed on each unit.</p> <p>Pilar will work with Sharon to develop one and have it available before the next Consortium meeting.</p>
<p>Announcements</p>	<p>Lynne informed members about the May 13th</p>	<p>FYI. Individuals can go on the CHA website to register.</p>

	<p>Consent Law seminar being presented by CHA in Fresno. She encouraged all to attend.</p> <p>She also informed everyone that Fresno Pacific had started a BSN program in Health Care Administration and she is looking for instructors.</p>	<p>www.calhospital.org/consent-law</p> <p>Please let Lynne know if you are interested in teaching.</p>
Adjournment	<p>Being no further business, the meeting was adjourned at 1435.</p>	<p>Next meeting will be in October.</p> <p>The updated 2014 calendar is attached to these minutes.</p>