



CCPS STEERING COMMITTEE MEETING
Wednesday, August 8, 2012
National University
20 Riverpark East #226, Fresno
SUMMARY

1. Welcome and Introductions

Gloria Fitzgerald welcomed all to the meeting at 1:40 pm and self-introductions were made around the room. National University was acknowledged for hosting the room and refreshments.

2. Review of the May 15, 2012 Minutes

The minutes of the May 15, 2012 meeting were sent to members of the steering committee for review. They were accepted as presented.

3. CCPS 2012 Operations

Sharon Andrews-Boock gave the Year End Report:

YEAR END REPORT:

Requests from 8/1/2011 to 7/31/2012

Approved:	Primary	729
	Preceptorships	274
	Allied Health	<u>226</u>
		1229 Total Approved

Cancelled: 261

Rejected: 182

1672 Requests Submitted

Sharon also reported that there have been no upgrades on the system this year, but changes are expected within a few weeks, which will include the following:

Enhanced filtering

- Separation of the Allied Health and Nursing
- Ability to select/deselect multiple options when filtering
- “Modernization” as the webmaster calls it!

Exports

- Updating of exports to reflect changes in the system fields
- Addition of “Students cleared” field in all exports

- Probably a new export which would show a period of time by days of the week. This may not happen immediately, but is in the works.

Email alert updates

- More specificity to what has occurred, e.g., when a school revises a non-critical field on an officially approved request, there is some sort of flag

Grid

- The latest change shows up on grid. In the past, the [C] on the grid was based on what the school entered that became a conflict. The grid did not change unless the school eliminated the conflict.
- Improved grid when you want to include the floats

Print calendars

- Changes in what you see based on whether you are including floats

Faster processing

The budget performance and 2012 Invoice status was reviewed. There are only 3 schools that have not paid at this time and a personal follow-up will be done with them. It was noted during this discussion that there are several schools that are not participating in CCPS that have just one or two students per year placed in our Clinical Sites. It was suggested by the committee to review the participating schools' financial responsibilities and that all schools that have clinical placements in the Valley are requested to participate in the program. An Ad Hoc Financial Committee of School representatives was designated (Stephanie Robinson-FCC, Cricket Barakzai-CSUF, Lesa Gibbs-Gurney College, Tracy Jensen-West Med College, and Gwen Ross-Clovis Adult School). The Committee will be meeting with recommendations to be presented at the next Steering Committee meeting on November 14.

The annual on-line survey was reviewed and will be sent to all committee members within the week. Everyone was encouraged to complete it as soon as possible so we can compile the results for the next meeting. Suggestions from the meeting will be included in the survey.

In the interest of standardization of the Orientation Manual for students, the Codes have been standardized as much as possible at this time. Dress codes were discussed with an emphasis on existing dress codes not being enforced at the clinical sites. This information needs to be taken back to the Clinical site Human Resource Departments for their follow-up. Schools will continue to reinforce the "professional dress codes" with their students.

4. CCPS Program

A reminder was given of the "opt out" deadline.

According to the CCPS Memorandum of Understanding signed by your organization, if a hospital and/or academic provider choose to discontinue utilization of the CCPS system, notification must be received in writing by September 1 for the following calendar year and provided to the Project Director. Failure to notify by that date will result in a charge of 50% of their annual fee for the following year.

The budget for the coming year was reviewed and discussed. We have not received an official contract for our “maintenance fees” but we are expecting it any day. We will be able to take action on it at the next meeting, but meanwhile have included it in the budget. A final budget will be ready for the new year in November.

We are trying to get an accurate projection of student participation for our next year’s budget. We also need it for equitable pricing for the schools. Please forward those figures to Sharon for inclusion in the program. (Sharon_Andrewsboock@yahoo.com)

Suggested fees for stand alone clinic sites for Allied Health students will also be formulated for next year.

The CCPS MOU with proposed changes (to include Allied Health) was reviewed by the Committee. There were several suggestions for changes—leaving out ALL and just adding Allied Health to the Nursing statements. It was decided that it will be reworked and presented at the next meeting to be as close to the current one as possible. A separate MOU may be the answer, but we were hoping for one as some schools have both nursing and Allied Health students. A proposal will be sent out before the next meeting for comments and suggestions.

There was a discussion of financial impact of state budget changes on our schools. There were no significant changes at this time on our participating schools. We will keep this issue on the agenda for future possible changes.

5. The 2013 Calendar

The proposed 2013 calendar was discussed. Any suggestions for changes should be directed to Gloria for incorporation or change. The calendar is due to be accepted at the next meeting.

6. CCPS Issues and Concerns

Saint Agnes announced that they will permit students to be scheduled during their IT transfiguration (September 28 – October 12). During this two-week period, the students will be responsive for basic patient care only, and the instructors must be 100% available on the units where there are students. Floating is not permitted during this short period.

During Clovis Community Medical Center’s expansion (move into the new tower) during the period November 4 -10, no students will be scheduled.

The American Data Bank will be invited back after the first of the year to update us on their changes and additions. Hospitals are very anxious to have access to the student information.

7. The next Steering Committee will be November 14, 2012, 1:30-3:30pm, at National University, Room 226.
8. There being no further business, the meeting was adjourned at 3:15 pm.