

ACADEMIC AND REVIEW COMMITTEE

Date: 9/14/2011 Call to Order: 8:40 Adjourn:	Chair: Dan Thomas Vice Chair: Vacant Recorded by: Brenda Bowie FNP	Minutes Reviewed: December 9, 2011 Motion to Accept: John Everson Motion Seconded: Linda Curda Motion: Passed	
Attending: John Pearson, Shae Aliu, Sue Seward, Joanne Ward, Paul Hager, Dan Thomas, Andrea Thomas, Cyndy Langemeade, Herman Geffe, Sharon Peabody, Linda Curda, Chester Mark, Beverly Davis, Roger McDiffett ,Torie Heart, Brenda Bowie, John Everson			
AGENDA ITEM	DESCRIPTION	DISCUSSION/CONCLUSION	RECOMMENDED ACTION
Welcome and introductions			None
Review of Agenda		Discussed new concept of blending Field and Training Center groups to work together on projects. Adjustments made to agenda timing only.	
State website	Carol Odinzoff	-Creating a new website with a section for each committee that each committee will have a password to access. -Document management system being developed allowing documents to be "checked in and out". ARC documents will be loaded there in the future. -Credentialing tests- where will they be kept in the future?	Noted
Distance Learning Network	Carol Odinzoff	-Working on asynchronous pre-session -Revising H1N1 Course -A contract is underway that will review the RAC standards to see what changes are needed to allow for distance learning. There are two phases to that contract. -CE courses to be offered in Moodle- class in Moodle Oct 19 three day class -Funding has been made recurrent for center through ANTHC -Healthstream will be available externally to ANTHC for organizations to work with managing their CE	Noted Scope of work will be sent to John Everson.

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<p>Date for a face to face or polycom/web-ex meeting for process mapping to do CHAP Document revision/alignment.</p>	<p>Torie Heart</p>	<p>Oct 20-21st: Dan Thomas offered his training center staff, Linda, Sharon, rep from Maniilaq, SEARHC.</p>	<p>seconded the document all approved</p>
<p>ARC Meeting Process</p>	<p>Dan Thomas</p>	<p>Dan has been working on this document over time and it is in rough format and needs review tomorrow?</p>	<p>Review tomorrow.</p>
<p>Continuing Education Guidelines Status Report</p>	<p>Sharon Peabody</p>	<p>Workgroup unable to meet since last meeting,</p>	<p>Dorothy Hight, Sharon Peabody, Linda Curda, Brenda Bowie and Joanne Ward. Linda will initiate the next teleconference.</p>
<p>Document Revision Process</p>	<p>Joanne Ward</p>	<p>Heather has all the documents, this may be incorporated into the bigger picture.</p>	<p>Dan will get the notes from Heather.</p>
<p>Field Training Duties Document</p>		<p>Name will be changed to INFORMATION FOR FIELD SUPERVISORY STAFF RELATED TO CHA BASIC TRAINING.</p>	<p>Torie Heart will work on it and bring it back to the next meeting.</p>
<p>PSLN Document</p>		<p>Phyllis Farrell and Dawyn Sawyer of NSHC are working this document.</p>	<p>None</p>

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<p>CHAM/Curriculum Alignment Process</p>	<p>Group</p>	<p>ARC members will need to bring a packet when attending meetings which should include: Copy of the curriculum Dr. Golynik's study Standing Orders List Standing Orders List for YKHC Jean Rounds Riley's list of Skills/Assessments in the 2006 CHAM- Not currently in CHAP Basic Training Curriculum Billing Codes may need to be there List of CHAM User Comments; form on the website- Curriculum comments from training centers-where found</p> <p>Group reviewed the "Instructions for Curriculum and <u>CHAM</u> alignment for Body System Units 7-19, 20e and 22d. Draft #3" reviewed and compared against the process of developing the Respiratory Unit.</p> <p>May consider developing a team of people with certain skill sets.</p>	<p>Draft 4 changes suggested by group</p> <ol style="list-style-type: none"> 1. Linda will work with Peggy McMahon to apply the process to more chapters and time the process. Next meeting a color copy and black copy will be brought in with Draft #4 to work through in next meeting. 2. Mapping the entire process- of CHAM and Curriculum will need to be done 3. Develop a process for reviewing these units/documents and corresponding CHAM comments.
<p>Round Robin</p>		<p>NSHC will be having well child workshop in October. YKHC- Coping Skills Seminar- workshop. CE developed/ Health aides loved it. Health aides using the techniques now.</p> <p>Round Robins- present in writing before the meeting- then brief time during the meeting to discuss items.</p>	<p>Will continue to write the reports to both ARC and RAC.</p> <p>Written report from CHAP directors would be helpful as well.</p>
<p>Replacement of Officers</p>		<p>Chair- Heather Kopponen resigned. Dan Thomas is now Chair. Consideration of having ANTHC admin support to do "limited minutes" and will maintain the mailing list for ARC.</p> <p>The secretary would manage the documents and be available to work with CHAP documents in real time during the meeting.</p>	<p>Brenda Bowie nominated and voted for Vice-Chair position.</p> <p>Joanne Ward nominated for secretary and Andrea Thomas volunteered if Joanne is not able to do it.</p>
<p>Review of May and February Minutes from 2011</p>			<p>Postponed to September Meeting</p>

Statewide Reports

YKHC All 42 village clinics staffed with both Health Aides and Office Assistants Staffing rate for HA's at 87% Pre Session week of Aug 29 New SI - Agnes Tinker a HA from Russian Mission Rolling out Partner Expedited Therapy for GC/CT txment and adding Suprax to village pharmacy formulary We're moving away from DNA/RNA collection sets and using BD Probe Tec Urine Transport Kits

Andrea

SEARHC CHATC:
Fully staffed.
On schedule with 2011 training.
Developing 2012 schedule.

KANA CHAP

CHAP Staff: KANA CHAP currently has 15 employees, there are currently 3 vacancies.

Located at KANA: Community Health Director, CHAP Administrator, and the Kodiak based Itinerant Health Aide.

Village Clinics:

Akhiok: One health aide from Akhiok attended Session III training in Sitka June 27th through July 16th. Akhiok is fully staffed at this time.

Karluk: Sarah and Mary Reft are still working in the clinic. Karluk is fully staffed at this time.

Larsen Bay: Larsen Bay currently has one vacancy and due to the lack of housing in Larsen Bay the Itinerant Health Aide is scheduled to provide one week of coverage per month. Raemona Howard attended Session I in Sitka August 1st - 26th.

Old Harbor: Joyce Elvehjem and Stella Krumrey are working in the clinic. At this time Old Harbor has one vacancy but due to the lack of housing in Old Harbor one of the itinerant health aides will provide one week of coverage per month.

Ouzinkie: The health aide hired for Ouzinkie has resigned so one of our health aides from another village or an itinerant will be providing rotating coverage every other week. At this time Ouzinkie has two vacancies.

Port Lions: Is fully staffed at this time. All three of the health aides from Port Lions currently provide itinerant coverage as needed in the other villages.

Training Needs:

Sam Nooyer - Larsen Bay will need his Preceptorship
Irene Nelson - Port Lions will need her Preceptorship

Bristol Bay Area Health Corporation

Projects: EHR roll out in process- three villages left to bring live.

Working with Improving Patient Care- 3 committee to bring this process out to the villages

Staffing:

Frozen positions in many of the villages, Open positions at the present time

Itinerant CHA's- 3 positions

Chignik Lake- 1 Position

South Naknek-2 positions

Levelock- 1 position

Kokhanok-1 position

One field coordinator position

Mid- level positions Full time CHAP Training Supervisor Position- located in Dillingham

Full time mid-level in Togiak

½ time midlevel (6 months a year) located in Chignik Bay

Training needs

One working on PSLN's session I, three awaiting Session II

One working on PSLN's session II,

Two waiting for session III-but one had to turn down most recent session because of part time status and training conflicted with moose season and the other had personal time planned before invite.

One waiting for Session IV- May not be able to attend because of workman's comp limited duty.

Two preceptorships due now with 7 PSLN's

Round Robin Report for Nome Training Center

Dan Thomas, Curriculum Coordinator

1. We are fully staffed. A sixth trainer (Karen McLane ANP) joined us for three months.
2. We are training on schedule.
3. Our CHAM-based Well Child PEFs are done and available to anyone who wants them.
4. Dawyn Sawyer wrote an attachment to the CHAM Medicine Handbook which covers several meds stocked in our villages but not in the CHAM.
5. We are offering a 32 hour CE 10/17-10/21/11 on Well Child/EPSDT, with 4 slots for out-of-region students.

Distance Learning Network Update: Dorothy Hight

Since last ARC meeting the following has occurred:

- DLN effort has been put directly under Carol Odinzoff in the statewide consultants office
- An asynchronous online Pre-session is being created to open in November
- Revising the H1N1/Flu immunization course
- 2 contracts are under way:
 - review of certification board standards and recommendations for changes to permit alternative curriculum delivery
 - review of RAC processes and guidelines with view to recommended changes in standards; development of matrices for evaluation of both face to face and distance learning classes for training QA
 - will add to the evaluation tool developed for distance courses

- Will meet with CHAP Dirs this week to resume mapping the distance learning process
- Planning workshop in new fiscal year on creating CE for Health Aides: Repurposing for Distance Learning. Title to be determined. Goal: for programs who want to develop CE for CHAs to select appropriate objectives and scope, and learn the Moodle online management system. Focus will be on in house programs and second statewide programs
- Planning to add temp. staff to help us get a variety of offerings online

Update on Certification Board

Meeting June 2011 in Bethel

- Toured the training centers for CHAP/DHAT
- Recertified YKHC CHAP Training Center
- Reaffirmed desire for all health aides & training programs to be evaluated by a competency based educational model
- Anchorage Service Unit position still unfilled; awaiting I.H.S. review of membership criteria
- Electronic application: board members and staff to work with test cases; AFCHAN taking recommendations from this to improve system
- Standards changes referred for legal review for clarification of reasoning behind some of the recommended changes and word selection,
- Reaffirmed desire to have consistent use of acronyms in all program documents: see definitions in standards. Specifically use of CHA, CHAP, CHA/P are often incorrectly used
- Next meeting: Oct 11-12 in Anchorage
- Jan 10-11 Anchorage

Submitted 9/15/2011: Dorothy Hight