Clinical Affairs and Quality Assurance Committee Meeting
December 4, 2008 Room D5-10

Agenda

I. Call to Order/Attendance/Quorum:

Members Present:
Members Absent:

II. Approval of Last Meeting Minutes

A. MEETING OBJECTIVES: 1- to create work groups to review the CPM; 2- to discuss the creation of a “Clinical Forms (Documents) Review” Subcommittee and to propose the revision of the physical exam (blue) form; 3- to choose new Clinical Operation, Reporting, and Calibration Sub-committee Chair.

III. Reports

A. Chairman (5 minutes)
B. Sub-committees
   a. Clinical Procedures and Policy – Dr. Stillwell (New business)
   b. Clinical Operation, Reporting and Calibration – (Not reporting)
   c. Patient Admissions and Relations – Dr. Shaddox (5 minutes)
   d. Infection Control/Risk Assessment – Dr. Stewart (New business)
   e. Quality Assurance and Compliance – R. Janiec (5 minutes)

IV. Old Business

A. Composition of the QAC sub-committee (5 minutes)

V. New Business

B. CPM update (10 Minutes)
C. Physical exam (blue) form update (10 minutes)
D. Choose new Clinical Operation, Reporting, and Calibration Sub-committee Chair (5 minutes)

VI. Meeting Summary (if time allows)

VII. Adjournment

VIII. Next Meeting: January 8, 2009 (Rm. D5-10)