

**Clinical Affairs and Quality Assurance Committee Meeting**  
**April 3, 2008 Room D5-10**  
**Agenda**

- I. Call to Order/Attendance/Quorum:  
  
Members Present:  
Members Absent: Shaddox (excused)
- II. Approval of Minutes (previously circulated): 5 minutes
- III. Reports
  - A. Chairman (5 minutes)
  - B. Sub-Committees (5 minutes each)
    - 1. Clinical Procedures and Policy- Dr. Varella
    - 2. Clinical Operations, Reporting, and Calibration- Dr. Ottenga
    - 3. Patient Admissions and Relations- Dr. Machion (Stillwell)
    - 4. Student Relations and Policy- Dr. Jerrell
    - 5. Infection Control/Risk Assessment- Dr. Stewart
    - 6. Quality Assurance and Compliance- R. Janiec/M.Chalmers
- IV. Old Business
  - A. Gold Form edit approval—forward to QAC Sub-committee and EAB
  - B. Approval of 2008 CPM edits—forward to EAB and Office of Education; install new file on intranet and G:drive (linked to workstation shortcut for clinic access)
  - C. Microflex glove contract—Dr. Ottenda/Ms. Janiec
- V. New Business
  - A. Review 2008 Medical Consult form
  - B. Review 2008 Patient Information form
- VI. Adjournment
- VII. Next Meeting: May 1st (Rm. D5-10)