

MINUTES: Clinical Affairs and Quality Assurance Committee Meeting

Date: September 24, 2018

Time: 11:45 AM – 12:45 PM

Location: D3-39



Present: Luisa Echeto F2019(Chair), Annetty Soto F2020(Vice-Chair), Maria Aguilar F2019, , Micaela Gibbs F2021, Cesar Migliorati-ADCA (ex-officio), Richelle Janiec (ex-officio-staff), Stephen Kostewicz (ex-officio-staff), Ryan Clance (2020), Hannah Eder (2021)

Absent: John Hardeman F2020(ex), Byron Amador (2019ex), Abi Adewumi F2021,

AGENDA	Discussion	Action
Welcome 11:45	Quorum at 11:50 AM	
Minutes review:	August Minutes: Motion carried for minutes to be approved as corrected.	Carrie Thurman to update the website.
Highlights from Subcommittees	Sub-committee leadership/CAQAmembership: <ul style="list-style-type: none">• Dr. Migliorati, Dr. Echeto and Richelle met with the constitution committee regarding subcommittee roles in the parent committee. The constitution committee asked that the committee make a recommendation to update the bylaws to include the CAQA subcommittees, their charges and membership of them. It was suggested that at least one elected committee member serves in each of the subcommittees.• Dr. Gibbs volunteered to lead the Patient Admissions, Retention and Satisfaction Sub-committee. We still need a faculty member for the Infection Prevention Sub-committee and the Faculty Calibration Sub-committee. Dr. Migliorati reported that he presented the importance of faculty calibration to our CODA standards at the last Chairs' meeting. He requested that each chair will send their calibration sessions to Richelle for her to compile the information in preparation to the next	Need faculty members to: Infection Prevention and Faculty Calibration. Dr. Migliorati will speak with the academic dean and then with the chair of RDS for their leadership roles in the Faculty Calibration subcommittee.

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	<p>site visit.</p> <p>Dental Materials and Devices: The subcommittee minutes were reviewed and the following topics were discussed.</p> <ul style="list-style-type: none"> • Smaller handpieces/STS burs- questions regarding whether there will be great demand if pediatric dentistry starts asking for hps/burs even though they did not request these hand pieces at this time • The new Shofu eye special C-III cameras are here, clinic admin is setting up the accountability and training with the cameras before dispensing. Stephen inquired with the students whether they think all students know to use the Personal drive on the VDI. This is a good resource when accessing patient’s information, radiographs and pictures remotely. • Reviewed Florida regulations regarding dispensing for medications from the clinic, and suggested that perhaps some interdisciplinary measures that mirror what Iowa is doing with having a pharmacy located in their dental school may help to improve patient compliance with dental home therapies. <p>Patient Admissions, Retention and Satisfaction Sub-committee: Annual “focused” patient satisfaction survey is scheduled for November 5-9, 2018. The instrument and the informed consent tools are with the IRB for approval and the agreement is ready to be signed to continue with service from Florida Survey Center.</p>	<p>Faculty, staff and students training session to be scheduled</p> <p>Dr. Gibbs to be updated on this process and future plans as she is chairing this subcommittee.</p>
<p>Old Business:</p>	<p>Clinic Administration Updates:</p> <ul style="list-style-type: none"> • IT Steering Committee Request: Dr. Echeto read the working draft for the UFCD Information Technology Strategic Plan items 	<p>Dr. Soto will communicate back to the committee once a</p>

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	<p>identified in the UFCD Strategic Committee that were sent by Dr. Soto. Feedback was requested via email regarding specific goals on the Strategic plan 2019-2024 related to IT improvements identified in our divisions and/or our department Dr. Soto shared an example of how we could possibly consolidate similar processes. She shared that many faculty are giving her the same feedback, that it is difficult to articulate what their thoughts are for the IT steering committee. Dr. Soto commented on the current process for obtaining medical clearance from medical providers, in which efficiency could be improve by adding the form electronically Many times the medical consultations are not clear or not respond our requests.</p> <ul style="list-style-type: none"> • IT will be meeting with Clinic Admin today. Stephen will try to rework the code for PHYXM to look for student assignments to the patient, if none the trigger will not be initiated but only at students level as Dr. Soto reported that this form is not completed in Faculty Practice and resident clinics • PTA-CC form being reviewed to assure it matches the case completion “requirement”. Discussion regarding PTA-CC, reflecting that completion of the treatment plan must have occurred before starting the PTA-CC competency exam. Additionally, if the case is complete at PTA-DC, then answering this question on the form satisfies need for PTA-CC. Further communication is needed on this topic. 	<p>plan is established.</p> <p>The Progress note workgroup might be able to come up with a proposal.</p> <p>Steve will change the axiUm settings as appropriate.</p> <p>Dr. Echeto will continue to work with Steve, Richelle and Jerri on the case completion process and communicate accordingly.</p>
<p>Student Roundtable</p>	<p>Class of 2019: No representation Class of 2020:</p> <ul style="list-style-type: none"> • Student stated that it may be helpful to make the PHYXM a new form for each visit, or add a new line that states this form was fully reviewed and updated (like med/hx) 	<p>Dr. Echeto will share with Dr. Dilbone/Dr. Delgado</p>

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	<ul style="list-style-type: none"> • Grading - Double Prosth days, can we have prosth cover hard tissue checks. <p>Class of 2021: The students are enjoying treatment planing course.</p>	
Faculty Roundtable	Time did not permit for this topic	
Adjourn	12:57 PM	

NEXT meeting: October 29, 2018 at 11:45 AM in D3-39