

MINUTES: Clinical Affairs and Quality Assurance Committee Meeting

Date: January 28, 2019

Time: 11:45 AM – 12:45 PM

Location: D3-39



Present: Luisa Echeto F2019(Chair), Annetty Soto F2020(Vice-Chair), Maria Aguilar F2019, John Hardeman F2020, Micaela Gibbs F2021, Cesar Migliorati-ADCA (ex-officio), Stephen Kostewicz (ex-officio-staff), Byron Amador (2019), Ryan Clance (2020), Hannah Eder (2021)

Absent: Abi Adewumi F2021 and Richelle Janiec (ex-officio-staff)

AGENDA	Discussion	Action
Welcome 11:45	Quorum	
Minutes review:	December Minutes: Motion carried for minutes to be approved as corrected.	Carrie Thurman to update the website.
Highlights from Subcommittees	<ul style="list-style-type: none">• Changes to the Bylaw - Proposal submitted from the Constitution Committee for review. The committee approved the proposal with minor changes. This proposal will go back to the Constitution Committee for them to approve and submit to the Faculty Advisory Board and eventually to the Faculty Assembly for final voting and implementation. Five sub-committees will remain under the CAQA Committee. The Clinical Faculty Calibration sub-committee will be merged with other faculty training and development committees under Dr. Riley, Associate Dean for Faculty Affairs.	Dr. Echeto will send the updated proposal to the Constitution Committee.
Old Business:	Committee Leadership Topics <ul style="list-style-type: none">• PreviDent Booster Plus in DMD Clinics – Dr. Migliorati stated that the Florida Law prohibits the dentists to dispense/sell this prescription as it must be dispensed by a pharmacy. Dr. Hardeman stated that we might be exempted from this law as we are a teaching institution.	Dr. Migliorati will continue to work on ways to provide this prescription to our UFCD patients at a reasonable fee.

AGENDA	Discussion	Action
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	<p><i>In holding pattern:</i></p> <ul style="list-style-type: none"> ○ To improve inclusive approach, add questions re: <u>Gender identity and sexual orientation to DMDHX- holding for COHRI updated medhx.</u> – The group was informed that Gender Identity can be addressed with axiUm 7.04 upgrade in May 2019. In the Patient Card, you now can specify new gender options, Gender X and other, as well as capture information on sexual orientation and gender identity. ○ <u>BP tracking in axiUm</u> – A discussion took place regarding the importance of keeping track of the patient’s BP. A standardized entry is very important to generate a report. Since we would like to teach students on how to enter a progress note, we might consider a combination template that allows to record the BP in an standardized manner – while leaving a blank space for the students to complete the note. We might consider the re-activation of the “header note” to be used at start check. <p>Clinic Affairs Updates</p> <ul style="list-style-type: none"> ● <u>Clinical Procedure Manual updated</u> – Dr. Hardeman confirms his tittle. The group was asked to finalize the review of this manual as soon as possible and send any corrections/suggestions to Richelle. The updated manual needs to be published as soon as possible so the clinics have it as a reference. Dr. Hardeman stated the importance of having someone at the elevators in case of an emergency to direct the crew to the right location. The crew will 	<p>The workgroup to continue working on this matter.</p>
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	<p>use the stairs up to the 3rd floor. We review the location of the AED throughout the building. Since we don't have an AED above the 3rd floor, Dr. Hardeman requested buying a portable AED that could be taken along with the crash box in case of any emergencies so that it is readily available.</p> <p>The group was reminded regarding the swallowing protocol for patients under 18 yrs. They need to be referred to the Pediatric Emergency room along with a guardian.</p> <p>IT Updates - No updated at this time.</p>	<p>Dr. Migliorati approved the purchase of the portable AED.</p>
Student Roundtable	<p><u>Class of 2019 & 2020</u>: No concerns. It was reported that they just had a meeting with Dr. Dilbone regarding the board screenings and don't have any other concern to report at this time.</p> <p><u>Class of 2021</u>: No concerns</p>	
Faculty Roundtable	<p>Dr. Carlos Soucy from the RDS department suggested placing a full-length mirror in all of the clinics - Team clinics and screening clinic. This mirror will be very useful when the patients and providers are evaluating the teeth setting/esthetics /outcomes.</p>	<p>Dr. Migliorati approved the request.</p>
Adjourn	<p>1:00 PM</p>	

NEXT meeting: February 25, 2019 at 11:45 AM in D3-39