**10/24/2017 Meeting Minutes**

- Pharmacy: Melissa Durham, Cynthia Lieu, Richard Dang, Sarah Le (student rep), Elizabeth Gonzales (student), Michelle Hormozian (student), Ying Wang
- Dentistry: Jeremy Teoh
- Division of Biokinesiology & Physical Therapy: Cheryl Resnik
- Division of Occupational Science and Occupational Therapy: Ashley Halle
- Keck School of Medicine: Madeleine Bruning
- Norris Library: Amy Chatfield (chair), Jennifer Dinalo, Karin Saric (minutes)

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| Basic Curriculum and learning objectives for IPE curriculum project | - At the last meeting in spring the committee was interested in creating a shared IPE curriculum that all health sciences students could participate in. This requires planning new events based on accreditation requirements, and could also include converting small existing IPE events into larger events.  
  
  - A list of the accreditation standards relating to IPE for each discipline represented at USC and the BSN degree are available on the committee’s portal.  
  
  - M. Durham reported that a template has been created for the IPE curriculum document. Individuals need to fill out this form with existing IPE activities in your curriculum, new ideas for new learning activities. | - A. Chatfield emailed template link in July and will re-send in Oct. See end of minutes for link/information. |
| Social Work Contact                              | - A. Chatfield contacted Judy Axonovitz at the school of Social Work, however they have not been able to coordinate a time to meet. Chatfield will reach out again, however if anyone else has a contact within the school of Social Work, please forward this information to A. Chatfield (amychatf@usc.edu). | - A. Chatfield will reach out to Axonovitz again. |
| Interprofessional healthcare delivery tracking form | - The healthcare delivery tracking form has been implemented.  
- Over 300 responses have been received - ~200 from Pharmacy students and ~100 from Physical Therapy.  
- Implementation is still in pilot phase, with a goal of making it a required form by winter.  
- The form has been customized for all departments that are members of the IPE Committee. Anyone interested in participating, can do so via the Redcap link.  
- Once data has been received from various disciplines it will be analyzed and compared to identify trends, etc. However, information is not publishable at this time as the project must still go through IRB. | - R. Dang shared information on access to the survey form and data. See end of minutes, area named “IPE activity assessment form” for information. |
### New Items

- **re-submit Center of Excellence report to new Dean**
  - Members discussed re-submitting the Center of Excellence report to the new Dean, Dr. Laura Mosqueda.
  - Need to identify who has the latest revision
  - A small team will be created to work on updating the document for submittal

  Team needs to be defined. Volunteers please contact Amy Chatfield.

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| School of Pharmacy designates IPE Coordinator | - M. Durham has officially been named the IPE Coordinator for the School of Pharmacy. Durham will head a group of pharmacy faculty members that have been charged with creating/implementing IPE initiatives. |
| IPE Event – date set for Monday, Feb. 12, 2018 | - M. Durham and Ankit Shah, School of Medicine, have identified Monday, Feb. 12, 2018 as a date that works well for the Schools of Pharmacy and Medicine to host an IPE Day. Other schools are invited to join. Time frames and content have not yet been identified. - M. Durham noted that the panel for the April 2017 event focused on social roles and responsibilities, so she would like to have this event build upon the previous and focus on higher level competencies. |
| Development of Big IPE Day | - M. Durham brought up the idea of creating a Big IPE day, around orientation time. She is open to any ideas at this point. |
| Request to develop team OSCE with Pharmacy | - M. Durham also put out a request to work with Pharmacy to develop a team OSCE. Currently need student participants. Ashley Halle, Occupational Therapy expressed interest in participating. Anyone interested in participating should contact M. Durham (mdurham@usc.edu) |
| CAB VI Conference | - C. Resnik attended the Collaborating Across Borders VI conference. She is interested in creating a series of speakers that focuses on broad topics that cross borders across all disciplines; i.e. ethics, continuum of care, current controversies in healthcare, etc. - the event would be optional and held in the evening. Mid-day events are difficult for PT students to get to, due to structure of clinical and academic activities. |
| Student interest in IPE | - S. Le reported that there is a strong student interest in IPE. Pharmacy and medical students recently hosted a well-attended IPE case conference (and have been hosting this case |
| IPE Movie Night / Visions and Voices | conference day for several years). Students worked in interprofessional groups to solve a case. Prizes and incentives were handed out.  
- The students are looking to include more schools and host a larger scale event.  
- It was suggested that the creation of an IPE student group could be beneficial.  
- M. Durham also suggested having each of the schools host one evening event, which would allow for ~6 events per year.  
- A. Chatfield suggested that instead of creating new events by identifying new speakers, planning, etc., instead we could look for existing events happening on campus and incorporate an IPE element—e.g. a pre- or post-event wraparound discussion.  
Or, could collaborate with campus groups and incorporate an IPE element into events being planned by the groups.  
-C. Resnik brought up the idea of hosting an IPE movie night.  
- Offers the avenue to address themes that impact all healthcare and bring in diverse perspectives.  
- The film *Shot*, by director Jeremy Kagan was suggested as it offers the opportunity to address the pressing public health issue of guns/violence and health issues such as emergency services, paralysis, etc. There is the possibility of having the director sit on the post-film panel as well.  
- PT faculty was involved in the making of this film, and it has already been screened on the UPC.  
- The possibility of submitting a proposal for IPE Movie Night as a Visions and Voices event in the future was discussed as well.  
Sarah Le is a student leader at Pharmacy. If other student groups from other disciplines are looking for partners for IPE content, she is a good contact.  
-M. Bruning will look into contacts for student SIGs.  
-A. Chatfield will examine USC calendars of upcoming events that may be relevant for wrap-around or collaboration, and will share with the committee.  
-K. Saric / C. Resnik will look into getting a film screener in order to view the film in its entirety.  
-K. Saric to discuss with C. Resnik. |
| Next IPE meeting time | TBD |

**HSC IPE Curriculum (Item 1 in agenda)**

Members Melissa Durham, Samia Rafeedie, and Cheryl Resnik are working on developing a HSC IPE curriculum. This would ensure access to IPE education for all USC health sciences students that meets each school’s accreditation standards.

They want to identify our current activities and how these meet standards, to be able to identify gaps. Please:
1. Go to the USC Google Docs online spreadsheet at goo.gl/yAQntT and examine the list of activities. Each activity includes descriptive data: organizers, learners, standards addressed in each program, activity, assessments, etc. Review descriptive data for accuracy. Add in any descriptive data. **THE AUTHORS OF THIS DRAFT ARE FROM PHARMACY, OT, AND PT. WE NEED REPS FROM MEDICINE, DENTISTRY, DENTAL HYGIENE, NURSING, SOCIAL WORK, ETC. TO FILL IN THIS CHART.** For example, none of these activities are mapped to Dental or MD competencies—we suspect that a medical educator or a dental educator would be best suited to determine how these activities apply to these standards.

2. Add any additional activities you are aware of, and fill in as much data as you can.

To aid you with this, IPE accreditation requirements from each program supported at USC and our partners at Mount St Mary’s nursing programs, and the IPEC competencies which are designed to include requirements from all health sciences programs, are available from http://norris.usc.libguides.com/ipe.

### IPE activity assessment form (item 2 in agenda)

Members of the IPE Committee adapted this survey from another institution in summer 2017. Students fill out the form once after the completion of a clerkship/experiential rotation and tracks IPE experiences, type/quality of the experience, and types of professionals encountered on the rotation.

It is being piloted in fall 2017 by the Pharm D and PT programs. Any faculty member/program can decide to use it, too. The survey and data collected is stored in REDCap, a HIPAA-compliant secure survey tool available to all USC faculty. Learn more about RedCap at http://sc-ctsi.org/index.php/new-resources/manage_your_data.

**Send the survey**

Survey link that can be sent to student to complete the tool: https://redcap.sc-ctsi.org/surveys/?s=JYY9NAN377

**Get access to the survey and data**

First, you need to create your own REDCap account.

Then, send your REDCap ID (combination of letters and numbers, example: scfh6dh5-- found in the top left-hand corner under the REDCap logo) to Dr. Richard Dang, faculty at the School of Pharmacy, at rdanger@usc.edu.
Instructions for first-time log in for USC users:
Go to [https://redcap.sc-ctsi.org/](https://redcap.sc-ctsi.org/), select USC University of Southern California and log in with your NetID and password. Forgot your USC password? Call ITS Customer Support at 213-740-5555.

Not every resident’s NetID is included correctly in this system. If you are a USC resident physician and your usc.edu email is not allowing you to log in, email support@sc-ctsi.org and include your full name and USC username.

If you have other problems, email support@sc-ctsi.org

Instructions for first-time login for Non-USC users: