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[**Weekly Relays User Guide**](https://ispace.utmb.edu/xythoswfs/webview/_xy-12470404_1)

**TOPICS LEGEND**

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| C:\Users\krhensle\Desktop\SMALL LOGO (2).jpg | | WEEKLY RELAYS | | **Oct. 27, 2016** |
| **YOUR DEPARTMENT NEWS** | | | **UTMB NEWS** | |
| **OSSA**  Dr. Norma Perez was invited to speak to the annual gathering of the Permian Basin Hispanic Medical Society in Odessa, TX. On October 25th, she provided the group an overview of Hispanics in Medical School and Hispanic Health Data. Her talk was warmly received and the PowerPoint will be posted on the HCOE website: [www.utmb.edu/hcoe](http://www.utmb.edu/hcoe).  We are recruiting clinical faculty advisors for our MS3’s as they begin to plan their 4th year. We’ll train you! If you are interested please contact Drs. Rabek or McKee.  The first Match Survey went out to our 4th year students in September. There were 59 respondents and the information was forwarded to their faculty advisors. The 2nd survey went out last week. | | | **Election Day update:**  Anyone registered to vote in Galveston County may cast their ballot on Election Day (Nov. 8) at the polling location in the Rebecca Sealy Building on the Galveston Campus, Rooms 1.104/1.106, from 7 a.m. to 7 p.m. Free parking will be available for voters at Garage 7 and the free shuttle lot. The UTMB Galveston Campus map is available at [www.utmb.edu/map](http://www.utmb.edu/map) for reference. For more information, call the Galveston County Clerk’s office at 409-770-5108 or go to [www.galvestonvotes.org](http://www.galvestonvotes.org/). If you work or live outside of Galveston County, please check your local county clerk’s office for voting information in your area.    **Holiday schedules:**  The FY17 holiday calendar schedule for UTMB employees can be found [online](https://ispace.utmb.edu/xythoswfs/webview/_xy-10154104_1?stk=5F4CC7C61157CB8). If you have questions about this year’s schedule, please ask your supervisor for more information.  **The Joint Commission:**  We’re still awaiting The Joint Commission visit any day now. Please be aware and prepared!  <http://intranet.utmb.edu/qhs/TheJointCommission/>  **DID YOU KNOW?**  In FY16, UTMB received 128,403 employment applications (equaling an average of 351 a day) and hired 4,062 new employees. UTMB is the 15th largest employer among those headquartered in the Houston/Galveston region, according to the 2016 Houston Chronicle 100. If you know someone who is looking for a great place to work and build a career, encourage him or her to check out our current job openings at <https://utmb.jobs/>. | |
| TOPICS  LEGEND | PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC | | | |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) | | | | |
| **Epic tips of the week:**  Did you know that you can send an email to the Epic team from within Epic? Click the Suggestion Box button on the top of your Epic tool bar. Select the issue type (there’s only one to choose from) and enter your message. This will send a message to the same Support Staff who answer the Epic Helpdesk calls. Please understand that this message in the basket folder is checked only periodically throughout the business day so it should not be used for emergent issues.  Did you know that you can override the default list for Flowsheets? Within the Flowsheet activity, click the far right magnifying glass (under the Resize button) to list all Flowsheets.  Check the box to “Override the Template Order” and then add or remove desired flowsheets.  **Welcome to the newest members of the Academy of Master Teachers:**  The Academy of Master Teachers is an interprofessional community serving UTMB through the promotion of educational excellence. The newest members are:   * Dr. Christine Arcari, associate professor of Preventive Medicine & Community Health and Internal Medicine * Dr. Kelly Dineley, associate professor of Neurology, Biochemistry & Molecular Biology and Neuroscience & Cell Biology * Dr. Gwyn Richardson, assistant professor of Obstetrics & Gynecology * Dr. Anne Rudnicki, senior medical educator in the Office of Educational Development and clinical assistant professor of Pediatrics   **Congratulations:**  Dr. Jeff Temple was recently elected to the Texas Psychological Association’s 2017 Board of Trustees. Dr. Temple is associate professor and director of behavioral health and research in the Department of Obstetrics and Gynecology as well as associate professor of Psychiatry and Behavioral Sciences. | | |  | |
| NOTES | |