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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 | | **Dec. 15, 2016** |
| **YOUR DEPARTMENT NEWS** | | | **UTMB NEWS** | |
| **IMO**  End of term testing completed!  SEACHange students experienced a successful AIR week – kudos to Chris Rhodes.  IMC MS2 completed the shelf exam Introduction to Clinical Diagnosis and a NMBE customized GIN exam, with a UTMB  mean of 83.7% compared to the National Mean of 78%.  MS1 students successfully completed their midyear POM1 exam, final lab and written MCT exams, scoring 81.95 % on the later relative to a National Mean of 78%.  Thanks to all the IMO staff, in particular Mary Mallini, Charlotte Gilbert, Cheryl Evan, Cheryl Cunningham, Rebecca Woods and Kenisha Moore. | | | **Monthly financial results—November:**  UTMB ended the month of November with a $1.2 million loss. This loss was $0.7 million greater than budgeted for the month. Overall, UTMB continues to track very closely to expected results for the year. Your continued hard work and efforts to manage resources wisely will help UTMB meet our financial goals and ensure the long-term success of our mission!    **You’re invited:**  All members of the UTMB community are invited to the 2017 Dr. Martin Luther King Jr. Community Service Award Ceremony and Luncheon on Jan. 13 from 11:30 a.m. to 1 p.m. in the Levin Hall Dining Room (Galveston Campus). The featured keynote speaker will be Dr. Lisa Cain, director of UTMB’s Medical School Enrichment Programs and associate professor in the Department of Neurosciences and Cell Biology. Email [events.oua@utmb.edu](mailto:events.oua@utmb.edu) or call (409) 747-6735 by Jan. 11 to reserve your seat. It’s also not too late to nominate an individual for the Community Service Award. The deadline for nominations is Dec. 23. See [iUTMB](http://intranet.utmb.edu/iutmb/) for more information.  **Drs. Bhardwaj and Ainsworth take on new roles supporting educational excellence:**  Dr. Anish Bhardwaj will take on the role of interim vice dean of Academic Affairs, effective Jan. 1. Dr. Bhardwaj serves as professor and chair of the Department of Neurology and is the John Sealy Chair of Neurology. He is also associate dean for Faculty Affairs and Professional Development. Dr. Michael Ainsworth, who served as vice dean for Academic Affairs during the past three years and is also a professor in the Department of Internal Medicine, will transition to senior associate dean for Educational Performance, where he will provide leadership for academic matters including advancing competency-based education as well as enhancing the clinical skills and professionalism of our School of Medicine students. | |
| TOPICS  LEGEND | PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC | | | |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) | | | | |
| **Clinical documentation tip:**  Three steps to good clinical documentation are: Be specific. Do not use symbols. Use linking statements. Please note that a list of the top 15 clinical documentation tips are available on the Best Care website. Targeted tips for documenting sepsis, heart failure and respiratory failure are also available. <https://intranet.utmb.edu/best-care>  **Epic enhancements in support of Best Care:**  Several new enhancements have been made to the EMR. As of Dec. 8, Epic users will see the following changes that are intended to help improve the capture of a patient’s complication or comorbidity (CC) or a major complication or comorbidity (MCC): (1) The problem list activity has been moved to make it more a part of your workflow (this is the best way to capture specific, detailed diagnoses); (2) The SmartPhrase “top cc/mcc” was created to serve as a prompt to ensure no diagnosis was left on the problem list. This phrase can be used at any time during a patient’s hospitalization, example: faculty attestation by just typing .topccmcc. It will replace secondary diagnosis in all the discharge templates. This list is enabled with discrete data points allowing us to see whether it was used or not on discharge summaries, so don’t erase it. Additionally, Sticky Notes were activated in the ED for care managers that will help facilitate communication between care managers and providers regarding admission criteria (i.e., observation vs. full admission). Please visit <https://intranet.utmb.edu/emr> for more details. | | | **CMC—Practice tip regarding medications:**  If a transfer patient arrives at the unit without medication, there are several options for ensuring continuity of care. Please refer to CMC Pharmacy Policy 15-15, Transfer of Medications, for complete details. This applies to both KOP and non-KOP medications.   * If the medication is available in floor stock, the patient may receive medication from the pill window from floor stock until the current order expires and/or the refill arrives from the Pharmacy or; * Contact the previous unit and have them forward the medication to your unit and use floor stock until the medication arrives or; * If the medication is not available in floor stock, discontinue the old order and enter a new order   *Note:*KOP medications may be returned to the patient later with the patient’s property. | |
| **DID YOU KNOW?**  There has been a lot of talk recently about the number of UTMB employees retiring this month. In fact, the months of December, January and August see the highest numbers of UTMB employees retiring because the timing aligns with how employees accrue service credits each year. In the 2016 calendar year, there have been **264** retirees accounting for more than **5,730** years of combined service. Congratulations to all of our UTMB retirees. | |