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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 | **January 24, 2019** |
| **YOUR DEPARTMENT NEWS** | **UTMB NEWS** |
| **OED**OED invites you to Save the Date of Tuesday, April 9th from 1-5 pm for the Scholars in Education Symposium (Levin Hall Dining Room). There will be light refreshments served. Come see the educational scholarship projects the Scholars have been cultivating for 20 months.January 14-18 was a banner week for faculty development; OED reached nearly 100 individuals through various workshops!Please consider reaching out to the OED if you would like support and/or consultation for any projects going to the Shine Academy Innovations Conference on February 21 & 22, 2019 or SGEA on March 27-30, 2019. The deadline for help from OED is February 1st for the Innovations Conference (<https://www.uth.tmc.edu/ShineAcademy/conferences.htm>) and March 1st for the SGEA Conference (<https://www.sgea2019.com/>). Please contact us at OEDhelp@utmb.edu with any questions or to request a consultation on your submission.Please join us for next week’s Teaching Skills Workshop facilitated by Dr. Karen Szauter, “Communication and Interpersonal Skills – they can be taught.” Please watch your inbox for the dates/times & how to register.**Employee Spotlight****Brian Sullivan, BBA**Community Education SpecialistOffice of Clinical Education**What are some of your work responsibilities?**I coordinate 3rd and 4th year medical student rotations with preceptors. Preceptors are physicians across Texas that are willing to volunteer their time to teach UTMB medical students in their clinics. I am also the coordinator for UTMB's Rural Track.**Tell us something personal about yourself.**I was born in Irving, TX and grew up in Killeen, TX. I've worked at UTMB for 20 years and I've lived in Galveston longer than I have lived in any other city. My hobbies include fishing, woodworking and golf. My fourth hobby includes spending time wishing I was better at my first three hobbies.**Fun Fact**I am a certified scuba diver with NAUI and PADI certifications. | **Latest Pulse video provides recap of Jan. 18 Town Hall:**In the most recent Pulse video, President Callender provides a recap of the Jan. 18 Town Hall meeting, where he provided a financial update, more information on the Clear Lake Campus and the latest with regard to construction, Best Care and the You Count employee survey. You can find the most recent Pulse video on the President’s website at <https://www.utmb.edu/president/pulse>. To watch the Town Hall presentation, visit <https://www.utmb.edu/president/town-hall/article/2019/01/18/default-calendar/test-new-event>.**Internal Medicine department practices recognized as NCQA Patient-Centered Medical Homes:**Congratulations to the Department of Internal Medicine’s ambulatory locations on their recognition as Patient-Centered Medical Homes by the National Committee for Quality Assurance (NCQA)! Practices that are recognized by NCQA have been found to use evidence-based, patient-centered processes that focus on highly coordinated care and long-term relationships between patients and care providers that encourage patients to actively participate in their care. The Internal Medicine department practices join Family Medicine in sharing this important recognition.**NEW! SAFETY SPOTLIGHT****Theft-prevention tips:**Recently, the UTMB Police Department released its 2018 Summary Crime Report, which indicated the department investigated 104 crimes during the course of the year at its three campuses. While the number of reported overall crimes remains low and is consistent with previous years, many of the incidents likely could have been prevented. That’s particularly true with theft, which accounted for 22 percent of all crimes reported at UTMB in 2018. Since theft is largely a crime of opportunity, here are a few preventive measures you can take:* Secure your belongings—including phones, wallets and jewelry—and never leave them out in the open or in unsecured, communal areas.
* Since thefts tend to occur where foot traffic is heaviest, such as a hospital setting, protect your property by recording serial numbers and placing bags and purses in a locker.
* Thwart bicycle theft by registering your bike with campus police and using a U-Lock to secure it when not in use.

Finally, remember that if you see something, say something. If you have questions or see something suspicious, contact the UTMB Police Department at (409) 772-2691. You can also find more safety-related information at <https://www.utmb.edu/police>. |
| TOPICSLEGEND |  PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) |
| **Best Care Lunch & Learn Series schedule change:**The schedule for the Best Care: Lunch and Learn Sessions has been revised. Please note the Best Care presentation, “High-Value Practicing Organization,” has been rescheduled to Feb. 19. We will resume with Lunch & Learns on Feb. 5 with Dr. David Marshall who will present “Excellent Service Starts with Me – Accelerating Best Care through Patient-Centeredness.” All sessions will be streamed live online and the recorded sessions will be posted on the Best Care website within approximately three days. For more information, please [click here](https://intranet.utmb.edu/best-care/BC_LunchLearns.asp).* **Tuesday, Feb. 5:** Excellent Service Starts with Me—Accelerating Best Care through Patient-Centeredness by Dr. David Marshall
* **Tuesday, Feb. 12:** Health in the Community—Population Health and DSRIP by Katrina Lambrecht
* **Tuesday, Feb. 19:** High-Value Practicing Organization by Dr. Gulshan Sharma
* **Wednesday, Feb. 27:** How Do I Make A Difference and Contribute to Best Care? By Donna Sollenberger

 **ACTION ITEMS: 2018 tax forms:*** **W-2 Tax Form**: Employees who consented to receive an electronic copy of their W-2 tax form for 2018 may now view and print the form through [Employee Self Service](https://ebizhr.utmb.edu/psp/ps/EMPLOYEE/HRMS/s/WEBLIB_PTPP_SC.HOMEPAGE.FieldFormula.IScript_AppHP?pt_fname=CO_EMPLOYEE_SELF_SERVICE&FolderPath=PORTAL_ROOT_OBJECT.CO_EMPLOYEE_SELF_SERVICE&IsFolder=true&). The form is located under the Payroll and Compensation section, and you must be directly connected to a UTMB network to access the document. Any employee who did not sign up for digital delivery of the form will be sent a paper copy through the U.S. mail no later than Jan. 31. For questions or more information about the W-2 tax form, email payroll.services@utmb.edu.
* **1095-C Tax Form:** Employees who signed up to receive an electronic copy of their 1095-C tax form for 2018 may now log in to [www.MyTaxForm.com](http://www.MyTaxForm.com) to download and print the form. This form contains information about your health care coverage that will be needed to compete your income tax return, and those who chose the digital format will have unlimited access to the document until Dec. 31. Any employee who did not consent to electronic delivery of the form will receive a paper copy through the U.S. mail. Lost or damaged forms will be reissued at no cost; however, a fee will be charged for each additional paper copy. See <https://utmb.us/2i4> for assistance with logging in to MyTaxForm.com or email hrservic@utmb.edu.

 **Thayer Awards for Excellence in Teaching:**Selected by Osler Student Scholars in the John P. McGovern Academy of Oslerian Medicine, these residents exemplify sound scientific knowledge, compassion toward patients and dedication to learning and teaching. Awards will be presented during their respective department’s ward rounds. For more information, visit <https://www.utmb.edu/osler/awards/thayer-award-for-excellence>.* **Dr. Nastassia de Souza**—Department of Internal Medicine/Endocrinology
* **Dr. Thanh-Truc Le**—Department of Internal Medicine/Gastroenterology
* **Dr. Aammar Khan**—Department of Pediatrics
* **Dr. Rosemary Beavers**—Department of Obstetrics and Gynecology

 **CMC—Did you know?:**CMC’s immunization compliance rate is 97 percent year to date! Congratulations to all of our staff for achieving this goal.  **CMC—Upcoming deadlines:*** My Road Ahead development plan goals are due to managers by Feb. 28. Please ensure that you have completed this task on time.
* CMC annual online compliance training is due by March 31.

 **CMC—Asset inventory:**CMC’s physical asset inventory completion is 44 percent as of Jan. 23. CMC’s goal is 75 percent completion by March 31, but in past years, we have achieved up to 95 percent before March 31. Please start focusing unit efforts on getting assets scanned so we can continue to achieve high levels of performance. | **Entries now being accepted for UTMB Health Earth Day 2019 art contest:**UTMB staff, students and faculty members are invited to submit entries to the annual UTMB Health Earth Day art contest. The objective of the art contest, which this year is focused on the theme “Reduce Your Use,” is to encourage members of the UTMB community to embrace conservation, recycling and sustainability efforts. For more information, including contest rules and available prizes, visit <http://intranet.utmb.edu/iutmb/article/2019/01/24/utmb-health-earth-day-art-contest-2019>. **Raise cardiovascular disease awareness by wearing red in February:**Did you know that heart disease is the No. 1 killer of women, claiming the lives of one in three women? That’s why, during the month of February, UTMB will raise awareness alongside the American Heart Association by sharing photos of our teams wearing red. February 1 is National Wear Red Day, so wear red and snap a picture with your team and email it to social@utmb.edu. Additionally, “Ms. Ruby,” the AHA’s Wear Red Mascot will be on each campus on the following dates from 10 a.m. to Noon—visit the AHA booth and snap a photo with Ms. Ruby to help raise awareness of AHA’s efforts to beat heart disease and stroke. For more information, visit: <https://www.goredforwomen.org/>. * Angleton Danbury Campus Lobby: February 13
* League City Campus Clinics Lobby: February 14
* Galveston Campus Jennie Sealy Hospital Foyer: February 15
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| **DID YOU KNOW?**In FY18, UTMB’s Health System recorded 35,578 hospital discharges; 1,164,470 outpatient encounters; 87,956 emergency department visits, and 6,453 deliveries at its Galveston, League City and Angleton Danbury campuses and at its clinics located throughout Texas. You can find additional FY18 data on the recently updated Data Reference Card, available online at [www.utmb.edu/business](http://www.utmb.edu/business). |