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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. 17, 2019** |
| **YOUR DEPARTMENT NEWS** | | | **UTMB NEWS** | |
| **Employee Spotlight**  ***This could be you!***    **If you have not done so already please consider submitting your information via the form found at this link:**  <https://webforms.utmb.edu/frevvo/web/tn/forms/user/giflynn/app/_M2ECYBTmEempUclRFxPosw/formtype/_dn1HoASZEempsq_jYOb_6Q/popupform> | | | **Monthly financial update—Results as of September 30, 2019:**  **UTMB Results**  For the month of September, UTMB’s adjusted margin was a loss of $14.1 million, which was $0.7 million better than planned. As this is the first month of the new fiscal year, the fiscal year-to-date results are the same as the monthly results.    Thank you for your ongoing efforts to manage expenses and improve the efficiency of our work to ensure the long-term success of UTMB’s mission.  **John Sealy Hospital Public Elevators back in service**: The public bank of elevators in John Sealy Hospital will be back in service on Tuesday, Oct. 29. The elevators have been closed to allow build out of new restrooms, waiting rooms and renovated elevator lobbies as part of Phase II of the John Sealy Hospital Modernization. Redirecting visitors to the bank of six staff elevators, which was temporary due to the renovation, will no longer be required. The new waiting rooms, new public restrooms and renovated elevator lobbies in John Sealy Hospital will also be opened at this time. The older, original waiting rooms and restrooms will be closed permanently. The fourth-floor corridor in John Sealy Annex also will reopen on Oct. 29 allowing staff access from the public elevators to the Clinical Services Wing (CSW) and Jennie Sealy Hospital.  **John Sealy Hospital Staff Elevators partial closure**: Starting Oct. 31, three of the bank-of-six staff elevators in John Sealy Hospital will be closed to staff and dedicated specifically for construction access as the dry-in process of the AB wing is completed. (“Dry-in” is the phase in construction that ensures weather-proofing.) Specifically, elevators 1-2-3 will be available for staff use; elevators 4-5-6 will be assigned for contractor-only use. The closure will last approximately six months. Please contact Paul Graham at (409) 771-6536 at any time with questions, comments or concerns during this elevator closure.  **REMINDERS**  **Annual Employee Evaluations:** The institutional deadline to complete employee evaluations for FY19 is Oct. 31, 2019. An annual evaluation is required by the University of Texas System for all full-time, part-time and PBL employees hired on or before Feb. 28, 2019. For more information about the annual evaluation process, please see <https://hr.utmb.edu/relations/performance/>. | |
| OPICS  LEGEND | PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC | | | |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) | | | | |
| **REMINDERS**  **Political activity on campus:** As campaigning ahead of the 2020 elections kicks into higher gear, please remember that university employees and students are welcome to participate in the political process, but they cannot use UTMB’s name or resources (including work time, information resources or office supplies) to do so. For more information, consult the resources below.    State Law:   * Chapter 556, Government Code (Political Activities by Public Entities and Individuals):  <https://utmb.us/3kt>. * Section 2203.004, Government Code (Requirement to Use State Property for State Purposes): <https://utmb.us/3ku>. * Section 39.02, Penal Code (Abuse of Official Capacity): <https://utmb.us/3kv>.   Regents’ Rules and Regulations:   * Rule 30103, Section 5 (Political Activities):   <https://utmb.us/3kw>.   * Rule 40501 (Speech and Assembly):   <https://utmb.us/3kx>.   * Rule 80101 (Category of Facilities and Authorized Users):  <https://utmb.us/3ky>. * Rule 80103, Section 2.23 (Support of a Candidate or Proposition): <https://utmb.us/3kz>. * Rule 80104 (Use of Facilities):   <https://utmb.us/3l0>.   * Rule 80105 (Joint Sponsorship of the Use of Property or Buildings):  <https://utmb.us/3l1>.               Rule 80106 (Special Use Facilities):  <https://utmb.us/3l2>.  **SharePoint reminder**: Although a definitive transition date has not been set for the transition of CMC folders to SharePoint, a link to SharePoint has been added to the CMC Quick Links web page for users to set up their SharePoint account.  Users will need to log in with their UTMB email and password. A link to SharePoint training videos has also been added to the Quick Links web page. Users needing help after the migration to SharePoint should contact their department’s administrative support staff.  **Flu shot reminder**: All staff need to have flu shots administered by Oct. 31 or sign a formal declination. Please keep in mind that if employees designated as health care workers elect to decline the flu shot, they will be required to wear masks while in patient care areas. | | | **Preventing antibiotics resistance—Use the shortest effective antibiotic duration**: A goal of UTMB’s Antimicrobial Stewardship Team is to reduce unnecessarily long durations of antibiotic treatment in our patients. For example, in most adult patients, guidelines suggest the following durations for uncomplicated cases of the following infections: community-acquired pneumonia (five days), hospital-acquired pneumonia (seven days) and non-purulent cellulitis (five days). UTMB’s Department of Pharmacy encourages pharmacists to optimize antibiotic duration by (1) adding the total number of days of uninterrupted inpatient antibiotic therapy to planned post-discharge antibiotic duration, (2) alerting the provider if the total duration of inpatient and post-discharge antibiotic therapy exceeds the recommended duration according to treatment guidelines and (3) discussing optimizing the duration of post-discharge antibiotic therapy with the provider if the patient had an uncomplicated clinical course and has responded appropriately to treatment. For more information on UTMB’s High Value Practicing Organization initiative, please visit [http://intranet.utmb.edu/best-care](http://intranet.utmb.edu/best-care/). | |
| **DID YOU KNOW?** The department known since 1966 as Preventive Medicine and Community Health has adopted a new name. Effective Oct. 14, it is the Department of Preventive Medicine and Population Health (PMPH), reflecting UTMB’s growing expertise in and emphasis on activities involving the improvement and management of population health. UTMB established the department with the name Preventive Medicine in 1912, with its first chair, Dr. William Spencer Carter, stating, “The Department of Preventive Medicine has been established in this university for the specific purpose of helping in the solution of medico-social problems in Texas. The doctor must become an active force in helping to improve social and economic conditions in the community.” The focus on prevention and population health has been present throughout the department’s history. The Departments of Microbiology and Immunology, and Family Medicine, and the Institute for the Medical Humanities all started within PMPH and later became separate entities. Today PMPH serves patients and populations through a range of research, education and practice activities, has multiple programs within the School of Medicine and Graduate School of Biomedical Sciences, and collaborates widely across the institution. | |