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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 | | **October 15, 2020** |
| **YOUR DEPARTMENT NEWS** | | | **UTMB NEWS** | |
|  | | | **Welcome to UTMB’s new Vice President, Audit Services:**  Desolyn Foy will join UTMB on Nov. 2, as Vice President, Audit Services. In this role, she will lead UTMB's efforts to continually evaluate and measure the effectiveness of our risk management activities and internal controls. This is essential to ensure UTMB, as a public institution, maintains the integrity of our information systems, is in compliance with policies and regulations, and remains a good and efficient steward of resources. Read more about Ms. Foy at <https://utmb.us/4fr>.  **Urgent Care same-day scheduling now available online**:  Most UTMB Urgent Care clinics are now open from 8 a.m. to 8 p.m., and appointments can now be scheduled online. Scheduling an appointment is fast and easy and will cut down on wait times in the clinic. It’s also safer, by reducing the number of people in our waiting rooms and enhancing social distancing. Learn more and schedule your appointment today at [https://utmb.us/4fg](https://utmb.us/4fg?fbclid=IwAR1kWhOER1SMDQH0RAdlgwe4MWG0Fjzc7l9mTZ60nn_1sBY0ZPoSHsRQRCo).  **Early voting encouraged for patients, students and employees:**  UTMB is asking its physicians and surgeons to encourage patients who will be convalescing from a scheduled hospitalization on or around Election Day to take advantage of early voting. For our busy students and staff, early voting is an equally convenient option. Early voting in Galveston County is offered from Oct.13 to Oct. 30. Dates and hours may vary based on the county where you live. The general election is Tuesday, Nov. 3. For more information about early voting in Galveston County, visit <https://www.galvestonvotes.org>. If you are registered to vote elsewhere, check the website for your county clerk’s office.  **UTMB Police warn of unemployment filing scam:**  Recently, the FBI warned U.S. citizens of the prevalence of a fraudulent unemployment filing scam, which saw an uptick during the coronavirus-related layoffs. UTMB Police has learned that this scam has impacted the university as well. Stolen identities are used to apply for unemployment insurance claims and the suspects obtain the information from a variety of sources. According to the FBI, suspects obtain the information from a variety of sources, including the online purchase of stolen information, previous data breaches, computer intrusions, cold-calling victims while using impersonation scams, email phishing schemes, physical theft of data from individuals or third parties, and public websites and social media accounts. For additional information on what to look out for and how to protect yourself from this and other scams, visit <https://www.utmb.edu/police/other/fraud-warning>. | |
| OPICS  LEGEND | PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC | | | |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) | | | | |
| **COVID-19: Novel coronavirus updates**  **COVID-19 Q&A Session with Dr. Sharma:**  Dr. Gulshan Sharma, vice president and chief medical and clinical innovation officer, will conduct a Question & Answer session via Microsoft Teams on Oct. 19 from 11:45 a.m. to 1:15 p.m. during which he will answer your questions related to COVID-19 and what we’ve learned so far in treating the disease. You can join the session at <https://utmb.us/4fq>.  **COVID-19 website**:  You can find the latest information regarding UTMB’s institution-wide response online at [www.utmb.edu/covid-19](http://www.utmb.edu/covid-19).  **REMINDERS**  **Annual employee evaluations:**  The institutional deadline to complete employee evaluations for FY20 is Oct. 31, 2020. As a reminder, an annual evaluation is required by the University of Texas System for all full-time, part-time and casual (PBL) employees hired on or before Feb. 29, 2020. Managers may track the progress of evaluations for all employees in their reporting structure through the ePerformance Manager Dashboard. To access the dashboard, log in to the ePerformance system and follow this path: Main Menu > Manager Self Service > Performance Management > Performance Documents > ePerformance Manager Dashboard. For more information about the annual evaluation process, please see <https://hr.utmb.edu/relations/performance/>.  **New episode of Health Care Unmasked Oct. 21:**  On the next Health Care Unmasked, Dr. Jeff Temple, UTMB professor of OB/Gyn and founding director of UTMB’s Center for Violence Prevention, will join host TJ Aulds to discuss mental health issues and resources available to the community. The conversation is set for noon, Oct. 21on the i45NOW Facebook page at <https://www.facebook.com/i45NOW/>.  **COMING SOON**  **2020 State Employee Charitable Campaign:**  The COVID-19 pandemic has made 2020 a challenging, trying year for many, including some of our own here at UTMB. Knowing the pressures and strain on the members of our community, we are taking a new approach for this decades-long tradition. The campaign will run two weeks starting Oct. 16. Watch for additional details soon on the SECC website at [www.utmb.edu/secc](http://www.utmb.edu/secc).  **RL DATIX upgrade set for Nov. 5**:  On Nov. 5, RL DATIX will undergo an upgrade and have a new look. The bright-green screen will be replaced with a grey-tone screen, and the tabs running top-to-bottom on the left side of the screen will include labels under them to help easily identify their purpose. Users will also notice a customized UTMB Culture of Safety Icon for the Employee Event form. As part of the upgrade, the RL DATIX system will experience “down-time,” which may last for up to 4 hours. “Down-time” PDF forms will be available for printing so users can still capture events during the upgrade outage. You can find the PDF forms on the RL DATIX SharePoint at <https://utmb.us/4ft>.  **Patient Centeredness Tip of the Week**:  According to the Institute of Medicine, patient-centered care is “providing care that is respectful of and responsive to individual patient preferences, needs and values, and ensuring that patient values guide all clinical decisions – Institute of Medicine. Simply **acknowledging patients** goes a long way in demonstrating patient-centeredness. This week set a goal to acknowledge patients by doing these three simple things: Greet patients by name; Introduce yourself and your role; and sit down, if possible, and make eye contact. Then make acknowledgement of patients a habit. | | | **Weekly Wellness Tips:**  Shared by the UTMB RISE (Resilience in Stressful Events) Task Force, these tips are just one way we can all work to stay emotionally healthy during the COVID-19 pandemic.   * **Make sure you’re well-rested.** Besides sleep, activities that promote rest include spending time in nature, relaxation exercises and mindfulness meditation. So, allow yourself enough time to rest and sleep. * **Be grateful.** People who take even just a short time at the beginning or end of each day to remind themselves what they are grateful for are more likely to experience positive feelings and persist in what they set out to do. * **Let go of an all-or-nothing approach.** What works much better is realizing that sometimes all you can do is just a little bit. It still counts. Progress is made one step at a time. * **Change your environment to make goals easier.** People who are most successful in exercising self-control and reaching their goals are actually exceptionally good at one thing: arranging their daily environment so that they are not tempted and so that it is convenient to make healthy choices. * **Make a social commitment.** Find a friend or group pursuing similar positive goals and support each other. * **Have models to look up to.** You can learn from them and be inspired by them. If they can do it, you can, too. They can even become your long-term mentors and friends. * **Serve as a positive teacher or mentor.** Committing to teaching a skill or leading an activity that you have some experience in – but have a hard time committing to doing regularly – is a great way to succeed. | |
| **DID YOU KNOW?** Total student enrollment at all four of UTMB’s schools for the fall 2020 semester is 3,458. Despite the COVID-19 pandemic this year, UTMB enrollment is up significantly this semester from the 3,276 students who were enrolled five years ago at the start of the fall 2016 semester. Student enrollment in the four schools for fall 2020 includes:   * Graduate School of Biomedical Sciences: 384 * School of Health Professions: 690 * School of Nursing: 1,245 * School of Medicine: 1,139   Since 2008, total student enrollment at UTMB has increased by more than 40 percent.  **NOTES:** | |