Ben

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

**TOPICS LEGEND**

|  |  |  |
| --- | --- | --- |
| C:\Users\krhensle\Desktop\SMALL LOGO (2).jpg | WEEKLY RELAYS | **Sept. 5, 2019** |
| **YOUR DEPARTMENT NEWS** | **UTMB NEWS** |
| [**Office of Educational Development**](https://som.utmb.edu/student-affairs/academic-support-and-career-counseling/welcome-to-student-affairs)On **Tuesday, September 10th** the **Scholar’s in Education Cohort 2019- 21** will have our first meeting.  We are pleased to announce acceptance of the following scholars:Blair Brown, Diane Collins, Sarah Dolezal, Kelly Ferguson, Elizabeth Freeman, Ashley Guillory, Holly Goode, Leah Kolar, Riqiea Kitchens, Timothy Krill, Julie Kutac, Diana Nguyen, Tatiana Nanovskaya, Paul Park, Sreeram Parupudi, Cara Pennel, Sidra Qureshi, Karen Ratcliff, Maria San Andres, Chandler Self, Michelle Simon, Stephanea Sotcheff, Demidmaa Tuvdendorj and Taylor Williams***We are excited at the*** ***level of enthusiasm for education!*****Description of workshop**Have you ever thought about adding more engaging and active learning in your classroom? Have you wanted to try using a flipped - classroom, but you didn’t know how to get started? This session is designed to be an introduction to Team-Based Learning (TBL). Participants will learn the fundamental skills necessary to conduct a TBL course.On Tuesday, September 16th we will kick off the Teaching Skills Workshop Series with a special 2-hour session: **TBL 101**, presented by: Drs. Levine and Schatte.**Time:** 12:00 noon to 2:00 p.m.**Location:** Graves Building, Conference Room 2.308For more information or to register, contact oedhelp@utmb.edu**Employee Spotlight**Related image**If you have not done so already** PLEASE, PLEASE, PLEASE submit 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>.(and don’t forget to upload a photo)☺ | **Announcing a new structure for UTMB’s Employee Advisory Council**: In recent years, the Employee Advisory Council has become a vibrant organization and an important voice for the UTMB community. In light of the group’s growing prominence, UTMB leadership wants to provide an organizational structure that ensures the group continues to grow and plays a vital role in shaping UTMB’s future, while also aligning with how similar groups are organized throughout UT System. Updated EAC guidelines and organizational structure chart have been established to align operations with other UT System components. This has resulted in a larger council that consists of members with representative coverage of all four campuses, ambulatory and Correctional Managed Care. To provide such coverage, it was necessary to transition away from an elected EAC body to an appointed membership. The following members have been elected by the executive vice presidents and chief financial officers of their represented entities and were ratified by the President’s Office for FY20 and FY21:**Institutional Support:*** Leslie Blacketer
* Truc Phuong Tran

**Academic Resources:*** Lori DeWillis (SOM)
* Claiborne Fant (SON/GSBS/SHP)
* Beth Schilling (Research Services)
* Leila Robinson (Academic Resources)

**Hospitals & Clinics:*** Marilyn Hill (Galveston)
* Gopakumar Manikandaseril (Clear Lake)
* Katie Brown (League City)
* Mindy Carroll (Angleton Danbury)
* Kathryn Davis (Ambulatory)

**Correctional Managed Care:*** Laura David (North Region 1)
* Richard Oliver (North Region 2)
* Vincent Ong (South Region 3)
* Jeff Sanders (South Region 4)

For FY20, two representatives were elected by the FY19 Council to serve as officers. Congratulations to Beth Schilling for her election as Chair and Kathryn Davis on her election as Vice-Chair. Effective Sept. 1, Tilly Clark will be serving as EAC Consultant and moving out of the volunteer chairmanship into an administrative role for the group.For more information on the EAC, including updated guidelines and organizational chart, please visit their website at [www.utmb.edu/eac](http://www.utmb.edu/eac). |
| TOPICSLEGEND |  PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) |
| **SAVE THE DATE****President’s Town Hall on Sept. 25**: Please plan to attend Dr. Ben Raimer’s Town Hall on Sept. 25 from noon to 1 p.m. in the Levin Hall Main Auditorium on the Galveston Campus. Online viewing options will be available. Stay tuned for more details in Weekly Relays, iUTMB and the I Am UTMB Facebook page.**Annual employee evaluations**: UTMB has entered the evaluation phase of the FY19 annual performance review cycle, and the institutional deadline for completing evaluations is Oct. 31, 2019. An evaluation is required by the University of Texas System for all faculty and staff members hired on or before Feb. 28, 2019. Employees are encouraged to speak with their leadership regarding any entity or department specific requirements and deadlines. For more annual evaluation information, see <https://hr.utmb.edu/relations/performance/>. **ACTION ITEM****Important annual enrollment follow up**: Employees are encouraged to review their benefits summary and their first earnings statement of the 2019–2020 benefits plan year through [Employee Self Service](http://www.utmb.edu/hcm/hcm_redirect.asp?strApplication=employee%20self%20service) to confirm their deductions are correct. Deductions will first appear in paychecks dated Sept. 13, 2019, for employees who are paid biweekly and Oct. 1, 2019, for employees who are paid monthly. If you have any concerns with your benefits deductions, please contact HR Benefits Services at benefits.services@utmb.edu or (409) 772-2630. Evidence of an administrative or a clerical error must be presented within 31 days of receipt of the first earnings statement of the new plan year.**Apply now for the Naturally Slim 2019 fall session**: Naturally Slim is an online behavior modification program that teaches you how to lose weight while eating the foods you love. The 2019 fall session begins Sept. 30 and is available at no cost to all UT SELECT medical plan members age 18 and above—including employees, retirees, spouses and dependents—who have not participated in the program in the past year. Applications for the upcoming session are now being accepted at [www.naturallyslim.com/livingwell](http://www.naturallyslim.com/livingwell). The last day to apply is Sept. 13, and those selected for the program will be notified by Sept. 20. **New Opioids Prescribing Law:** Please be advised that effective Sept. 1, House Bill 2174 limited opioid prescriptions for acute pain to up to a 10-day initial supply. Patients must be re-evaluated by their care provider to receive continued medications for the same episode of acute pain. This applies to both inpatient and outpatient settings. Our discharge order sets in Epic currently default to a 7-day supply for acute pain. **New inpatient nursing hand-off tool:** In March 2019, the Health System conducted the [AHRQ Patient Safety Culture Survey](http://intranet.utmb.edu/qhs/2019-ahrq-patient-safety-culture-survey-%28inpatient%29) in the inpatient setting at all campuses to assess the current status of our patient safety culture. In response to the survey results, an interdisciplinary Culture of Safety Focus Group was appointed to address the four areas of improvement, one of which included hand-offs and care transitions. With feedback from bedside nurse clinicians, the group has developed a standardized method for hand-offs across the organization. The tool is now live in Epic and provides a comprehensive overview of the patient in a single view. It should be used by inpatient nursing for shift-change reports and patient transfers between units/departments to ensure we are efficiently and effectively communicating and documenting the minimum criteria for hand-offs required by The Joint Commission. Please take some time during the next few weeks to familiarize yourself with the new standardized tool and incorporate any specialty-specific hand-off criteria as needed. A workflow bulletin describing how to access the tool can be found at <https://utmb.us/3hl>. In the weeks to come, unit educators will round to answer any questions you may have. It will be a requirement to use this tool for hand-offs in all areas of inpatient nursing effective Monday, Sept. 23. **CMC—Licensure requirements in PEARL:** The PEARL Access Management team has begun tracking licensure and certifications that are required for employment. This includes any state or DEA licenses as well as CPR or ACLS certifications. If you recertify or renew your license, you will need to send a copy to cmc.credentials@utmb.edu. If licensure or certification lapses, your access to PEARL will be temporarily inactivated. **CMC—Annual compliance training:** Congratulations to CMC staff for getting all of the annual online compliance training completed by Aug. 31. We appreciate everyone’s hard work and persistence in ensuring that our staff have the needed training accomplished each year. | **Congratulations to our latest Rising STARs Award recipient** : Congratulations to Bo Chen, PhD, assistant professor in the Department of Neuroscience, Cell Biology and Anatomy, who is the recipient of a UT System Rising STARs Award. The award supports the recruitment of outstanding young faculty members to UT System institutions. Dr. Chen’s research focuses on spinal cord injury and the development of strategies to strengthen brain-spinal cord connections after injury. He has joined UTMB following the completion of a postdoctoral fellowship at Boston Children’s Hospital, Harvard Medical School. Congratulations, Dr. Chen!**GALVESTON CAMPUS****Hospital Parking Garage tunnel maintenance closures**: Two separate tunnel closures will occur this month on the lower level of the Hospital Parking Garage (located in front of Jennie Sealy Hospital) to resurface the floors. The adjacent elevator and stairs to each tunnel will also be closed, respectively. The first closure will affect the tunnel connecting the garage to Jennie Sealy Hospital—this will occur from Friday, Sept. 6 at 5:30 p.m. until Monday, Sept. 9 at 9:30 a.m. Pedestrian traffic entering the hospital complex from the garage will be re-directed to enter via the Waverley Smith Pavilion tunnel. The second closure will impact the tunnel connecting the garage to Waverley Smith Pavilion and John Sealy Hospital and will occur from Friday, Sept. 13 at 5:30 p.m. until Monday, Sept. 16 at 9:30 a.m. During this closure, all pedestrian traffic will be redirected to enter the hospital complex via Jennie Sealy Hospital. Temporary signage will be posted to redirect pedestrians during the closures. The closures may be rescheduled depending on weather conditions. Please be alert for any patients and visitors who made need assistance in finding their destinations during these maintenance periods.**John Sealy Hospital Subway location change of operating hours**: Due to a lack of demand during the early morning and late evening hours, the Subway location at John Sealy Hospital will reduce its operating hours. Effective Sept. 20, Subway will operate daily from 10 a.m. to 8 p.m. The Clinical Services Wing Sixth Floor Smart Market will remain open 24/7 with healthy options for staff. |
| **DID YOU KNOW?**Across its three sleep labs in Galveston, Clear Lake and Angleton, UTMB has a combined total of 14 beds available each night for patients needing to complete sleep studies to diagnose what might be keeping them from getting the rest they need. Polysomnographers, or sleep technicians as they’re more commonly known, like UTMB’s Anthony Azagidi help conduct these studies by applying more than a dozen sensors to the patient’s head, face and legs that will measure the person’s brain waves, heart rate, oxygen levels in the blood, and breathing patterns, as well as leg and eye movements while they sleep. To learn more about what Azagidi’s typical night at work is like, read the latest edition of Impact at <https://www.utmb.edu/impact/home/article-page/2019/07/30/a-night-in-the-life-of-a-sleep-technician>. **CMC—Employee evaluation deadline**: Please remember that all employees must provide feedback in their evaluation to their managers by Sept. 13. This will give managers the time necessary to use the feedback to complete the evaluations in the system. |