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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 | **Aug. 6, 2020** |
| **YOUR DEPARTMENT NEWS** | **UTMB NEWS** |
|  | **Temple named a 2020 Piper Award winner**:We are proud to congratulate Dr. Jeff Temple, who has been honored by the Minnie Stevens Piper Foundation as a 2020 Piper Professor—one of ten statewide. Dr. Temple joined UTMB in 2007 and is a professor in the Department of Obstetrics and Gynecology, director of Behavioral Health and Research and director of the Center for Violence Prevention. His research focuses on adolescent risk behaviors and school-based health intervention. Dr. Temple has contributed to science and mentorship through numerous funded grants, publications, presentations, invited talks and awards. This prestigious award comes with a $5,000 grant from the foundation. The Piper Professor Awards were first introduced in 1958 and honor effective and dedicated professors from two- and four-year colleges and universities in Texas. **Need COVID-19 signage for your work area?** As employees begin returning to their traditional business areas, some teams may wish to display helpful reminders about COVID-19 precautions, such as hand hygiene and masking practices. If you are interested in ordering signage for your area, please visit UTMB’s Graphic Design and Printing Services’ PrintPro website (login required) to order Social Distancing and Safety signage at [http://arweb7.utmb.edu](http://arweb7.utmb.edu/).**De-escalation techniques for medical professionals:** The ongoing response to COVID-19 has placed a unique amount of stress on patients and clinical staff members. To help support our medical professional colleagues in communicating during challenging situations, the UTMB Police Department has developed a special 30-minute training, now available on the [UTMB Learn training site](https://learn.utmb.edu/), that offers helpful communication tips and promotes patient centeredness. While the presentation is designed for medical professionals, it may be a useful tool for anyone who would like to learn more about promoting positive communication. The training covers topics such as empathy in communication, nonverbal language and tone of voice to counter emotion-driven behavior.   To access the training, login to the UTMB Learn website, navigate to the “Catalog” link at the top of the page and/or the “Training Catalog” link within the main page, and from the dropdown menu select “Professional Development”. Enroll in the “De-Escalation Techniques for Medical Professionals” module by clicking the “+” sign and launch the presentation to begin.**Deadlines extended to use UT FLEX funds for 2019-2020 benefits plan year:** Employees participating in a UT FLEX Health Care Reimbursement Account (HCRA) and/or UT FLEX Dependent Day Care Reimbursement Account (DCRA) for the 2019–2020 benefits plan year may incur new eligible expenses through Dec. 31, 2020. The claims filing deadline for both accounts is Jan. 15, 2021. Please be advised that any unclaimed funds as of Dec. 31, 2020, will be forfeited. To view your account balance(s), spending guidelines and eligible health care and dependent care expenses, visit [www.myutflex.com](http://www.myutflex.com). |
| OPICSLEGEND |  PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) |
| **REMINDERS2020 Emergency Classification and Acknowledgement Form**:The institutional deadline for all UTMB faculty and staff to complete the 2020 Emergency Classification and Acknowledgement Form is Aug. 21. Please take a few minutes today to fill out this form if you have not already done so. The form is available at <https://utmb.us/84>. You are also encouraged to visit <https://www.utmb.edu/emergency_plan/> to view the 2020 emergency preparedness presentation and other emergency-related resources.**Annual required training**:The institutional deadline for all employees to complete their annual required training for FY20 is Aug. 31. Please log in to the UTMB Learn system today at <https://learn.utmb.edu/> and complete any remaining courses and activities. Employees who do not finish their Compliance Department required training by the institutional deadline will be suspended without pay until all requirements are met. For questions or concerns about your assigned training, please contact your manager or the course owner listed in UTMB Learn. For technical issues, please contact the UTMB IS Service Desk at ishelp@utmb.edu. **FY21 UTMB Diversity Council**: The last day to submit a membership application for the FY21 UTMB Diversity Council is Aug. 14. The council is open to all faculty, staff and students, and its mission is to harness the broad spectrum of ideas, experiences and voices that characterize the university community.  Please see [iUTMB](http://intranet.utmb.edu/iutmb) to learn more about the council or to submit an application. **COVID-19: Novel coronavirus updates New, interim COVID-19 pre-op testing algorithm/screening form:** This new resource,along with other current testing algorithms, is now available on the [COVID-19 website](https://www.utmb.edu/covid-19/health-care-workers/testing), and the PDF is available for direct download [here](https://www.utmb.edu/images/librariesprovider289/default-album/preoptestingalgorithm.jpg?sfvrsn=35b80557_0).**REMINDER: UTMB community must verify wellness through Attestation station or online Self-Screening Attestation Form:** Faculty, staff and students should continue to use the attestation stations to verify their wellness each dayat the UTMB health care facilities where they have been installed. For those who work or visit UTMB facilities that don’t have the stations installed, please complete the online Self-Screening Attestation form at <http://utmb.us/44U> prior to beginning a shift. The form is available online from any device, whether you are located on or off campus, and doesn’t require VPN to access. In addition, the link to the online form will soon be available on the UTMB Safe app. To download the UTMB Safe app, visit <https://www.utmb.edu/police/home>. **Our continued focus on patient centeredness**: This week’s patient centeredness topic is **communication with physicians**. Patients rate us on how well they feel physicians listened to them and treated them with courtesy and respect. Here is a great example of how one of our patient care teams demonstrated respect for a patient last month in Jennie Sealy Hospital (Unit 9D – Transplant, Gyn/Onc). The patient writes: “I am so very impressed with Dr. Otto Pantoja and his team. I have never had a doctor treat me with such respect as he and his team have. They have a great bedside manner, they listen when you have something to say, and they take everything that you are giving them into consideration; I am so thankful that I found him.  I would highly recommend him and his team to all my family and friends.” Caring communication helps our patients feel safe in our hands, empowers them to engage in their plan of care and ultimately promotes good patient outcomes. **Use 5-2-1 to prevent unplanned patient readmissions**: Utilizing the “5-2-1 Method” is an effective way we can help prevent unplanned patient readmissions, especially for patients with complex health issues. This tool includes using 5 interventions by at least 2 providers with 1 of those interventions intended to engage the patient in their plan of care and improve their capacity to comply with care outside of the hospital. Beginning at patient admission, the first two interventions focus on disease-specific education, including “teach back,” and intensive medication reconciliation and management. Other important components to help prevent readmission include ensuring the patient receives a follow-up phone call after discharge and is promptly scheduled for any follow-up appointment(s). Providers may utilize the Readmission Risk Score in Epic to identify patients at a high risk for readmission. Ensuring safe care transitions is also of the utmost importance. We need the whole team working on these interventions for the patient! **UTMB’s Family Medicine Interest Group earns 2020 Program of Excellence Award:** UTMB’s Family Medicine Interest Group (FMIG) has been recognized by the American Academy of Family Physicians as one of 18 recipients of the 2020 Program of Excellence Award for exemplary efforts to grow and support interest in family medicine. UTMB’s FMIG meets monthly and hosts outreach events as well as procedure workshops for students to sharpen their skills under the guidance of Department of Family Medicine faculty and residents. It is noted for its robust programming for students navigating the match process. Congratulations to the leaders and members of the FMIG. | **COVID-19 site:** 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). **Weekly Wellness Recap**: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. **Let’s focus on FAST tips for managing our anxiety this week.*** **F**ocus on what you can control today—Remind yourself: There are things you can do to reduce the spread of COVID-19 and to protect yourself, your loved ones and your community. Stay home if you are sick, frequently wash your hands for at least 20 seconds, and get enough sleep.
* **A**void unreliable information today—Sometimes when we are nervous or uncertain, we may find ourselves repeatedly checking the news, going into a “Google spiral,” or getting information from questionable sources. Set a self-care limit for yourself of only checking the news once or twice a day and only going to reliable information sources.
* **S**eek support today—Often when we are anxious we may feel a tendency to isolate. Relationships with others give us a sense of perspective, remind us that we are not alone in the world, and help to support our mood. Reach out to friends, loved ones, neighbors, or other supportive persons.
* **T**ake a breath today—Intentional deep breathing helps to restore balance and clear the mind of panic and worry. During your day, remind yourself to slow down, inhale slowly and deeply through your nose, and exhale slowly through your mouth. Repeat as needed.
* Seek out 3 good things today to help balance out the negative. Celebrate successes (even tiny wins) throughout your day.
* As much as possible today, focus on one thing at a time. Prioritize working on the things you actually have some control over. Worrying about things you can’t change wastes energy and doesn’t change the outcome of the situation.
* Remember what a talented, competent, capable and skilled person you are today. Your contributions at work and at home really matter. We’re all essential and in this together.
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| **DID YOU KNOW?**As of Aug. 6, UTMB’s Incident Command team has released 70 updates about the COVID-19 pandemic that have covered everything from patient and testing data to operational changes and wellness tips. Formed anytime there is an emergency situation that may impact UTMB’s operations, Incident Command teams at UTMB are usually comprised of leaders across all mission areas of our institution. The group responding to this particular crisis first convened in late January and has met regularly since March 13 to discuss and plan our ever-evolving response to this situation—including how UTMB will act should we be impacted by tropical weather during this time. The full structure of this team can be found online <http://www.utmb.edu/emergency_plan/incident-command> and is based on the National Incident Management System –a standard organizational structure used throughout the U.S. for disaster response. Find the latest information and news from the team online at <https://www.utmb.edu/covid-19/updates/>. |