



Post-Secondary Partners in Connect Care – Training Task Force Meeting Minutes

Meeting

Date/Time: June 12, 2023

Information: Virtual Meeting via [Teams](#)

Or call in (audio only)
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Phone Conference ID: 680 257 96#

Agenda Item	Notes:	Action:
Welcome	<ul style="list-style-type: none"> • Please refer here for past taskforce meeting minutes. 	
1) Reminders for Training	<ul style="list-style-type: none"> • Training will occur 7-10 business days prior to placement start date. • Training does not occur on weekends. • If a smaller availability is given, training may need to occur during placement. <ul style="list-style-type: none"> ○ Example – notes indicate student only available for three days within this window – cannot guarantee training will occur prior to placement • We are experiencing increasing volume of schools indicating limited to no availability in the 7-10 days prior to training. As this is the agreed upon time frame for training, we are asking that schools follow the same metric AHS managers are adhering to: a minimum of two options must be provided that align with the number of training days the student's role assignment requires. • Reminder to make sure you are selecting the correct role for rural vs. urban placements. They are not the same roles / training. • Reminder to look at the Connect Care catalog, there is a tab that indicates what is rural and what is urban. What Connect Care describes as rural and urban is not the same as what HSPnet has indicated as rural or urban. • If an incorrect role is requested and then the correct role is added, a PITS form is required to remove the incorrect role. 	



	<ul style="list-style-type: none"> Any cancellations or changes must be accompanied with a PITS sent via email so the redundant role can be removed. 	
2) Placing Coordinator Checklist	<ul style="list-style-type: none"> Draft complete of placing coordinator checklist and sent to some PSIs for feedback. Hoping to have finalized and ready for presentation at the July meeting. This document is always going to be living, breathing document, things in Connect Care change quickly and we count on the PSIs to let us know when things do not look right, or they do not make sense. As a reminder, please send your students the “Student Checklist” as many questions that the students have are covered in this checklist. 	
3) Dietetic Students	<ul style="list-style-type: none"> There has been an increase in preceptors and supervisors wanting students to have read only access for their placements, is there an issue with this? <ul style="list-style-type: none"> Only end users can have access: we need to understand why this group (Dietetics students) need to access clinical view only. Many of them are doing research projects with their preceptors so they require Connect Care access for the specific project that they are working on. This may have to involve privacy and the Role and Access committee as well. More information as to the nature of the research project will be required. This situation has come up in pharmacy as well and when Connect Care is being used for true research and has gone through an ethics proposal, there is an alternate way to have access for this. A review of the possible uses of the ‘Clinical View Only’ Connect Care role is being worked on. 	Traci-Lynn to get more background and send in email to Jacqueline and Ngaire
4) Connect Care Launch 7 Clarification on timelines	<ul style="list-style-type: none"> It has been indicated that some of central zone, home care, are included in Launch 7, but the timeline does not show this. Perhaps this information is not shown as it is a partial launch. This can cause some stress trying get roles/training added if the schools are not aware of all the sites being launched. PSIs are reminded to always ask if any of the Destination Coordinator in the community are part of the upcoming launches and if so, what roles will be required. 	Ngaire to discuss with AHS communications



Questions/Comments		
	<p>Comment re: training</p> <ul style="list-style-type: none"> • Some students were registered for training before the 7-10 days in advance of the program start which is also difficult on the programs as it is hard to tell the students when they should expect something, and have it happen before hand. <ul style="list-style-type: none"> ○ The most current launch of Connect Care did play a factor and enrollments occurred in what was available. ○ Thank you for your flexibility. <p>Question re: 180 days for training</p> <ul style="list-style-type: none"> • Is there anything that we can do that specifies that students, even if it is 180 days out, not 180 days out of that 45 day deadline that they are picked up in the system? <ul style="list-style-type: none"> ○ The 180 days goes from the last time they were logged into the system. The learner has to login to a computer and into Connect Care. ○ This issue is being investigated currently. <p>Question re: Aspen/Northern Lights terminology</p> <ul style="list-style-type: none"> • Is it possible to move away from using the Aspen and Northern Lights terminology for the zones, as it has not been used over a decade, and it has caused some confusion. <ul style="list-style-type: none"> ○ This is common terminology within AHS and this committee cannot change this. <p>Question re: Launch dates</p> <ul style="list-style-type: none"> • A school has recently asked if a site is in Launch 7 in November, as the practicum starts in November. Is there a preference to put the Connect Care role 45 days in advance of the placement start date or 45 days in advance of the launch date? <ul style="list-style-type: none"> ○ There is not really a preference, but due to availability of training and that everyone in that zone will require to be trained, if your student is placed in a launching zone, we do advise that they could be trained anytime in their place window. ○ If the placement is Oct. 15 to Nov. 15 as an example, we will train them whenever we can fit them in. We cannot guarantee exactly when they would be trained. 	



	<ul style="list-style-type: none"> ○ If the role is not added in HSPnet within the 45 days prior to the placement start date and seven days after the placement start date, the Connect Care role would have to be entered via a PITS. The recommendation therefore is to enter the role in HSPnet as the placement is confirmed. <p>Question re: Sequencing document</p> <p>The current document is only showing Launch 1-6, is there an updated document available?</p>	<p>Ngaire to follow up with communications regarding the updated sequencing document.</p>
Next Steps	Notes	Action
	<p>Date: July 10, 2023</p> <p>Time: 11:00-12:00</p> <p>Location: Virtual Meeting via MS Teams</p>	