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| **Meeting Title:** | **NYP/Q DSRIP Asthma Home Based Care** | **Meeting Date:** | August 9, 2016 |
| **Facilitator(s):** | H. Jabbar, MD  C. Guglielmo | **Meeting Time:** | 1:30pm – 2:30 pm |
| **Location:** | NYP/Queens Hospital, J.P. Conference Room  Call in : 866-692-4538 code: 26098085# | | |

**Meeting Purpose:**

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| DSRIP Project Implementation – Committee meeting |

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| **#** | **Topic** | **Responsible Person** | **Document** |
| **1.** | Welcome | H. Jabbar, MD | - |
| **2.** | Review & Approve Minutes | H. Jabbar, MD |  |
| **3.** | Patient Engagement   * The Pediatric Asthma Center * DY2, Q2 Target | H. Jabbar, MD  S.Choudhury | - |
| **4.** | Educate Pediatricians about the home assessment and education project to expand PPS partners to facilitate patient engagement | H. Jabbar, MD  C. Guglielmo |  |
| **4.** | Home Assessment Tool/Checklist | C. Guglielmo | - |
| **5.** | **Milestone# 1 Expand asthma home-based self-management program to include home environmental trigger reduction, self-monitoring, medication use, and medical follow-up**  Task Step 5...Define partners involved by care outlined in **clinical flow diagram** & review operational needs for workforce, IT, and operational processes.  ***(Due: Sep 30, 2016)***  Task Step 6...Utilizing the partner listing, **clinical flow diagram, and best practice standards**, define a timeline  to align with the requirement deliverable date of DY3, Q4 as well as the expectations of scale & speed.  ***(Due: Sep 30, 2016)*** | Team |  |
| **6.** | **Milestone# 2:** Establish procedures to provide, coordinate, or link the client to resources for evidence-based  trigger reduction interventions. Specifically, change the patient’s indoor environment to reduce exposure to asthma triggers such as pests, mold, and second hand smoke.  Deliverable: PPS has developed intervention protocols and identified resources in the community to assist patients with  needed evidence-based trigger reduction interventions.  ***(Due: Sep 30, 2016)***   * Documentation of process and workflow including responsible resources at each stage of the workflow * Written training materials * List of training dates along with number of staff trained * Patient education materials | Team |  |
| **7.** | **Virtual Asthma Resource Center** | H. Jabbar, MD  Team |  |
| **8.** | **Milestone# 1 Expand asthma home-based self-management program to include home environmental trigger reduction, self-monitoring, medication use, and medical follow-up**  Task Step 7: Partner with the Cultural Competency sub-committee to include cultural competency & health literacy processes in all aspects of home care   * **GNYHA Cultural Competency Training**   + Aug 24, Sep 13, Oct 21 | S.Choudhury | - |
| **9.** | Questions & Open Discussion / Next Meeting | Team | - |
| **10.** | Adjourn | - | - |