**NewYork-Presbyterian/Queens PPS**

Project –Palliative Care Sub-Committee

*Project Committee Meeting*

*August 4th, 2016 2:45pm – 3:30pm EST*

**Attendees**: C. Keane (NYPQ), C. Duffy (St. Mary ) S. Choudhury(NYP/Q), C. Pan (NYP/Q), J. Berelowitz (QBEC) , C. Dunkley (NYPQ ) J. Lonear (VNSNY) D. Friedman (Margret Tietz/ Centerlight ) A. Pelman (Union Plaza), D. Murray (Franklin ), G. Difeo (VNSNY) , E. Arani (SunHarbor) J. Kassman (VNSNY) , M. D’Urso (NYPQ) ,

| **Topic** | **Discussion** | **Actions** |
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| 1. **Agenda:** | * Welcome & Purpose * Approve Meeting Minutes * ROOT Cause Analysis * Union Plaza Pilot Project * CAPC Online Courses * EPEC Training schedule & Registration update * MOLST & eMOLST * Questions/Discussion | * N/A |
| 1. **Approve Meeting minutes:**   Team | * Committee reviewed meeting minutes from 8/04/16 | * Committee voted to unanimously approve the meeting minutes. |
| 1. **Union Plaza Pilot Project :** 2. Pelman | * Union Plaza started their Pilot on July 2016. * They used a set of 16 patients in the 1st set and added psycho social question to the second set. During the pilot 2-3 patients past however they were replenished by 4 new patients. * The questionnaire took 6-8 minutes. * Most case answers were “not at all “. * They found some psycho social questions were obscure such as question #7 which was interpreted differently between her staff. * The questionnaire is mandatory going forward one every six months as a part of their palliative count | * The PMO encourages the partners to create a pilot and submit feedback to PMO. |
| 1. **RCA Meeting**   C. Keane | * The RCA Meeting will be held tomorrow, Friday September 9th from 10 am -11:30 am at NYPQ. | * Please send registration forms to PMO. |
| 1. **CAPC Online courses:**   C. Keane/ S. Choudhury | * The PMO will pay for two member of each facility to have access to CAPAC online courses. * We will do an education on how to access the modules as needed. * Please document proof of attendance (sign –in sheet or certificate) * CME credits are eligible for these courses. | * Please send attendees to PMO. |
| 1. **EPEC:**   C. Keane/ S. Choudhury | * The Next Training is scheduled for October 13th 2016 at Margaret Tietz. * The training schedule and registration is attached to the agenda | * Please send attendees to the PMO. |
| 1. **MOLST & eMOLST:**   Team | * The PMO is currently rolling out INTERACT first then will follow up with MOLST and eMOLST Training. | * N/A |