**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.
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| 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.
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| 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.
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| 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.
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| 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.
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| 1. **MOLST & eMOLST:**

Team  | * The PMO is currently rolling out INTERACT first then will follow up with MOLST and eMOLST Training.
 | * N/A
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