

Care Coordination Workgroup Telemeeting Notes

Meeting: Monthly workgroup telemeeting	Meeting Date: Tuesday, December 18, 2008
Co-Leads: Jennifer Arveson; Kathy Wood	Meeting time: 11 am CT/ 12 pm ET
Facilitator: Sally J. Hiner, Region 4 Genetics Collaborative Senior Project Coordinator	Meeting Place: Telemeeting
Participating: , Linda Drawhorn, IL; Rylin Rodgers, Kathy Wood, IN; Anne Weaver, KY; Jehad Adwan, Jennifer Arveson, MN; David Hoffman, Donna Gore Olsen, OH; Sally J. Hiner, Region 4.	

Agenda Item	Discussion	Recommendation/Action	Follow up
I. State Roll Call	Jennifer Arveson welcomed everyone. Introductions occurred by state roll call		
II. Emergency Care Plan (Handout 1) MEMSCIS Recommendation	Jennifer Arveson and Kathy Wood presented a recommendation to the Region 4 Advisory Group in November 2008 on behalf of this workgroup. The recommendation, to: Support, promote and encourage the use of MEMSCIS through Region 4 as a clinical tool for improving emergency care to individuals with heritable disorders, was adopted. The written recommendation (Handout 1) includes implementation strategies. A MEMSCIS Advisory group is being formed to provide guidance to this evolving tool.		
III. Medical Care	CCWG Telemeeting participants engaged in a	Sally Hiner will revise the draft	Distribute revised plan to

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Coordination A) Draft plan	<p>detailed review and critique of the plan.</p> <p>CCWG members also discussed the need for best practices in supporting family members – and healthcare providers – in completing this tool. Important connections to make include:</p> <ul style="list-style-type: none"> • Where to fill out the form • When to fill out the form • How to fill out the form (detailed instructions for each section) <p>Considerations for available format should include jump drive.</p>	<p>plan based on consensus decisions of the group made during this telemeeting.</p> <p>Future CCWG agenda items are:</p> <ol style="list-style-type: none"> 1) detailed instructions for completing the form 2) best practices in supporting families to complete the form 3) formats for distribution 	<p>workgroup members for review of revisions (Hiner)</p> <p>Review revised plan prior to telemeeting to prepare for discussion (CCWG members)</p>
B) Input from stakeholder groups	Tabled due to lack of time	Put on January Agenda (Hiner)	Re-distribute relevant materials (Hiner)
IV. Care Plans	Tabled due to lack of time	Put on January Agenda (Hiner)	Re-distribute relevant materials (Hiner)
V. Reminders	CCWG members were reminded to please enter their contact information in the website member director www.region4genetics.org		
VI. Next Meeting	Tuesday, January 27, 2009 11 1m CT / 12 pm ET		
Notes by Hiner			