

Radiologic Technology Advisory Board Minutes – April 9, 2019

Members present: Marci Mahik, Pipestone County Medical Center; Amber Fisher & Melissa Knudson, Sanford Family Clinics; Janine Papik, Luverne Community Member; Marci Mahik, Pipestone Hospital; Valerie Wilkening, Sanford Windom; Tammy Loosbrock, Sanford Luverne CEO; Kelsey Shea, Sanford Worthington; Lynn Juell, Carris Health Redwood; Falon Paluch, Program Director; Sally Sieve, Clinical Coordinator.

Meeting was called to order at 130 by Falon Paluch, Radiologic Technology Program Director

Agenda Item	Item Summary	Discussion/ Resulting Action/Decision	Responsible Party	Status/Due Date
Introduction	Welcome			
Approval of Minutes	Minutes from last advisory board meeting of 10.9.18 were emailed to members prior to meeting	No corrections or additions to 10.9.18 meeting minutes	Motion to approve: Marci Mahik Motion seconded: Lynn Juell	
Adoption of Agenda	Agenda dated 4.9.19	-No discussion followed	Motion to approve: Kelsey Shea Motion seconded: Valeri Wilkening Motion carried	
Old Business				
	New Student Orientation	18 students have been accepted. Orientation is set for April 30, 2019. It will be full day including lab time and one/one time to prepare for what the program will be like. Will continue to make orientation more thorough and a better taste of what is to come.		CLOSED

	Equipment Update	We were approved for new equipment. Yeah!!! Construction will start May 8 th and new room arriving mid-May. We got the GE Optima XR646 which was the equipment that had the lowest bid. It is full field digital.		CLOSED
Follow Up Fall Meeting	Age Specific Competency	Example was shown for the checklist students will complete Clinical II & III per advisory board recommendation.		CLOSED
	Piggostat Proficiency Lab	Added communication piece to this existing lab that will be completed in Proc 3 per advisory board recommendation.		OPEN
	Fluoroscopy Checklist	Added communication piece to existing checklist for clinicals at each site that offers fluoro which students are currently using.		CLOSED
	Technique Chart Checklist	Added a checklist specific to each clinical site. Sally will use this to grade them when she visits. Emphasis was made on students having conversation with clinical site about techniques instead of checking the control panel.		CLOSED
	Student Discipline	See attached. Change was made to Student Discipline/Termination Policy. Policy was changed to separate policy between academic and clinical behavior. If a student is dismissed for clinical behaviors, they will not be considered for readmission.		CLOSED
	Drug Policy	See attached. At this time we will not drug test our students if there is suspicion of substance abuse. They will be dismissed from class and follow the Student Code of Conduct. However, at clinicals, the clinical site can follow their own policy and student could be subject to drug testing. Clinical site has the right to dismiss a student based on suspicious behaviors and/or drug testing.		

New Business	Trajesys DEMO	Sally demonstrated the new online computer program that will be implemented in the summer of 2019. This will allow competencies, evaluations, and checklists to be filled out on the computer instead of using paper. Information will be coming for set up by the clinical sites with usernames/passwords.		
	Continuity Plan	The Program needs a plan in place in case of a natural disaster that destroyed our facility meaning no lab or classroom space available. Pipestone & Worthington Hospitals have volunteered to allow us to utilize their xray suites as potential lab space in the event of a natural disaster.		OPEN:
	Evaluation Review	It was brought to the attention of the board that there have been a few students who have been dismissed from the program due to poor evaluations from the clinical site (below 80%) and the student still had a passing grade in clinicals. Some changes were discussed to make adjustments to how the clinical grade is figured and weighted. Sally will implement adjustments summer of 2019 in Clinical II. It was also stressed to be very honest in filling out evaluations in order to give the student an opportunity to improve and realize areas that may be unsatisfactory.		Motion to Approve: Amber Fisher Second: Marci Mahik Lynn Juell
	Questions/Concerns	Keep letting Falon/Sally know about job postings you may have!		
Next Meeting	March 2018			
Adjourn	Meeting Adjourned	Meeting adjourned 3:05 pm		

Meeting was adjourned.

Respectfully submitted,

Falon Paluch, Radiologic Technology Program Director