



HSPnet-NS Management Committee

February 19, 2015 at 10:00am

Via teleconference

Present:

- Mary Thibeault, IWK
- Barb Bleasdale, Dalhousie
- Chuck McDow, HANS (Chair)
- Linde Greening, DHW
- Michelle Kucey, NSCC
- Michelle Sperry, CDHA
- Sylvia de la Roste, Dept. of Labour & Advanced Education
- Jackie Hartigan-Rogers, Dal (Yarmouth)
- Susie Officer, Dalhousie
- Lynn Hoeg, CEHHA
- Willena Nemeth, CBU
- Tanya Dutton, CDHA

Regrets:

- Carrie MacIsaac, GASHA
- Bernadette Gatien, HANS
- Nancy McConnell-Maxner, PCDHA
- Julie Langille, CHA
- Elizabeth Snyder, AVDHA
- Anne Mahalik, Dal (Non-Nursing)
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Absent:

- Karl Kowalczyk, Medavie Health Ed
- Pam Robichaud, SWNDHA
- Angela Clifton, SSDHA
- Clare Currie, CBDHA
- Val Eden, RN-PDC
- GG Geddes, SSDHA
- Yvonne Fraser, St FX

1. Welcome and Call to Order

Chuck welcomed the group. As there have been some changes within the membership of the group, everyone was asked to introduce themselves and their roles, especially with regards to HSPnet.

The agenda for this meeting was approved as written.

Follow-up was reported regarding Human Resources connectivity /initiatives that have existed within HSPnet as follows:

1. Ability to upload resumes which would be forwarded to the particular site that is recruiting. This was a Nova Scotia initiative with the Nursing disciplines in 2006. There was a trial involving Dalhousie nursing, later expanded to StFX, and several health authorities received training for populating profiles and responding to student inquiries/applications. Unfortunately there were resourcing issues and the Site Profiles were minimally populated, and later we discovered that the HR designates were not responding to student applications (despite email alerts). Capital Health was a major area of interest for students, and they did populate a few online profiles but asked us to add a feature to permit browsing only, so students couldn't submit an application there via HSPnet.
2. SET – this feature preceded the NGE feature and was funded by 3 health authorities in BC. It was intended to support short-term employment of active undergraduates in supernumerary staffing positions (e.g. summer undergrad), with a longer term view towards other funded learning opportunities (e.g. co-op programs). A key feature of SET was that employer sites would gain access to a detailed Placement History for student applicants. Since this project we now enable all sites to view the student's placement history, with detailed information for their own sites plus limited information on placements in other health authorities.

The group felt that this topic should be re-addressed once the Provincial Health Authority have completed the Human Resources component of the amalgamation.

2. National Alliance Update

The final budget for 2015-16 was approved in December 2014.

The National Alliance met on February 18, 2015. Highlights of the meeting included discussion on simulated learning and the ability to track this information within HSPnet in order to have a complete placement history for the student. The National Alliance supported this initiative and the HSPnet will further research the definition and process and propose to the National Data Stewardship committee for approval. An update of the recent National Data Stewardship meeting was given (see below). The Alliance also had a request from an agency to build distribution or mailing lists to contact other institutions. Discussion focused on workload impacts, HSPnet mandate/scope and privacy impacts (since the email addresses would not belong to the requesting organization). At this time, the National Alliance does not support this initiative.

The ability to automatically adjust group sizes was approved with a phased approach – step one will be to adjust numbers other than zero to the number of students entered. The National Alliance will review the results of the phase 1 to determine the next steps, if applicable.

The Canadian Council of Physiotherapy University Programs (CCPUP) put forward an RFP for the development of an online clinical education assessment tool to develop a standardized Canadian tool for students completing the clinical education component of their Master's program in physiotherapy. The Assessment has already been developed – CCPUP is looking for a platform to house and run it and since most programs across Canada use HSPnet, it is felt to be a logical fit.

The Enhancements process was reviewed – a proposal would come forward from the HSPnet team (who collect all enhancements suggested by users) for a bundle of enhancements. A focus group, similar to last year where each province had enlisted users (placing and receiving as well as Nursing and non-Nursing disciplines where available) to discuss and provide feedback on the enhancements.

The National Alliance also reviewed a number of policy revisions recommended by the National Data Stewardship committee and approved the changes. The approved policies will be uploaded to the website and an update will be provided on the provincial home pages of the website.

3. National Data Stewardship Update

The National Data Stewardship committee met on February 6, 2015. Discussions included the release of student contact information for purposes other than coordinating placements (emergencies, evaluations). The Data Stewardship committee felt this required more information and suggested that the National Alliance members bring this forward to their provincial Management Committees for discussion on whether this is an appropriate request. Based on that feedback, the National Alliance would then review the current identified purpose and policies regarding release of student information. This will be discussed at a future meeting of the NS management Committee.

Discussions regarding placements that are “Accepted” but not “Confirmed” after the placements dates have passed were discussed. It was suggested that the provincial lead agencies have discussions with the appropriate organizations where necessary. The data is available via the Provincial Report card.

Cancelled and Declined reasons were reviewed and have been updated to be clearer and “Other” has been moved to the bottom of the list. The intent is to provide better data on reasons for declined or cancelled placements.

Approval was given to use dropdown menus for the Province and City fields (instead of the current text fields now in place). This will provide greater consistency to the data.

Approval was also given to “freeze” placement data after a period of 18 months. This allows time for organizations to update any post placement data while also enabling reporting consistency.

Nova Scotia representatives on this committee are Mary Thibeault as Nova Scotia's HSPnet Privacy officer and Chuck McDow as representative of the Lead Agency and Management Committee.

4. Academic Health Council Meeting Update

The Academic Health Council has not met during this period.

There is recognition that the amalgamation of the District Health Authorities may impact both the current funding model and potentially how HSPnet is used province wide, especially in certain zones. While we do not know the details at this point, beginning work on standardizing processes and forms potentially may help make the transition go smoother.

5. NS Provincial Update

We are having discussions with the Justice Institute of British Columbia (JIBC) regarding them having direct access to the HSPnet-AC database. JIBC does placements primarily at the Dartmouth General in the field of Search and Rescue under advanced paramedics. JIBC is interested in the ability to better manage their placements here in Nova Scotia. They have been informed of all cost implications for this type of access and are agreeable.

6. Training

The next training sessions are scheduled for June 2015.

Exploration of different options in training is being explored, such as WebEx sessions for refresher purposes. New users will continue to be classroom training due to the complexity and necessity of a hands-on approach.

7. Next Meeting Date – April 16th 10 AM – via teleconference

The meeting adjourned at approximately 12:05 PM.