Resident & Fellow’s Council Minutes
July 21, 2014
5:30p-6:45p
Room S-30

• Recruitment
  o RFC- If there are still members of your departments or other departments who would be interested in participating in the RFC, please let them know to email Kimberly.Kallianos@ucsf.edu.
  o Medical Center Committees
    ▪ Nurse Resident Council
      • Meets every other month (even months) on the first Tuesday, 4-5 pm, room M-1319. The next meeting is Tuesday, August 5, 4-5 pm, room M-1319 (13M).
    ▪ Resident and Fellow Affairs
      • Meetings are held monthly on Thursdays at 4pm. Future Meetings, 4pm, Room S-322. The next meeting is August 14, 2014.

• UCSF Consultant Handbook
  o Expanding available guidelines
    ▪ Melissa and Ariele to assist in contacting programs that have not submitted guidelines.
    ▪ Plan to ask for very basic guidelines including key numbers/pagers. Programs can easily update later by sending additional documents to the RFC.
    ▪ If any updates need to be made, email the documents to Jamal (Jamal.Benhamida@ucsf.edu)
  o Issues regarding maintenance arose - consider graying out or removing guidelines after one year. Need to address who will be accountable for updates in each program.
  o Will touch base with AgileMD regarding:
    ▪ Consider adding user comment feature or “thumbs up” feature to gather data on user experience.
    ▪ Would be interesting to monitor how many users/how often the app is accessed over time.
  o Agreed that adding miscellaneous documents such as Patient Preparation Guidelines for Common Adult Diagnostic Studies/Procedures would be useful – to be uploaded.
  o Discussed access to UCSF Hospitalist Handbook that is also available through AgileMD app. Hospitalist Handbook can be purchased by UCSF affiliates.

• Housestaff Initiative Programs
  ▪ Reviewed 2013-2014 progress to date
Final 2013-2014 report card and new guidelines will be discussed at next meeting
Will follow-up with Glenn regarding breakdown of department spending.

- Patient Care Fund Update
  - Introduced Patient Care Fund
  - Will review applications when they open in the fall
  - Spread the word in your department

**Upcoming events:** NEXT MEETING – August 18, 2014 (room S-30)