

Just the Highlights! An overview of recent Division Activities.....

Attachment & Integration

- A new partnership opportunity is being explored between the Division, VIHA and the Island Savings Community Centre as a potential location for unattached patient services, intended as part of a larger community health care centre, including a variety of integrated services.
- The Attachment Working Group (AWG) has completed a series of positively received presentations within the Division, to various community groups, and to local government regarding the concept of locating the unattached patient services at the community centre.
- VIHA and CVDFP are currently discussing funding model alternatives, risk management and a sustainability plan for the community primary health care centre and unattached patient services.

Practice Coaching

Recent developments include:

- The Physician Information Technology Office (PITO) has hired a Practice Automation Coach for the Cowichan region to support physicians in post implementation use of their EMRs.
- The Practice Support Program has offered a dedicated resource for the Cowichan region to support physicians in improving office efficiencies.
- The Division's Practice Coaching Advisory Committee is considering how to coordinate these resources to best support physicians in their practices. An updated proposal is currently under development.
- Also under consideration is the potential to move the Community of Practice under the CVDFP.



*Merry Christmas
and all the very best
for 2013!*

*-from the CVDFP board
and admin team.*

Inpatient Care & Hospital Support Program

A highly productive meeting was held on November 28th – thank you to all those who attended, there was excellent member representation. The meeting incorporated several key members from our partner organizations – Ministry of Health, General Practices Services Committee and VIHA.

Member feedback gathered in preparation for this meeting identified four areas of focus:

- *workload created by ground-level legwork – collecting patient info/history, med management, discharge planning, etc.*
- *lack of adequate nursing support*
- *inability for individual GPs to participate without impacting their colleagues*
- *pressure to take unattached patients into already full practice*

An Idealized Design process was used to generate a range of excellent ideas, to identify several potential solutions, and to establish priorities in each area of concern. Action items were assigned on matters that might be immediately addressed; next steps will be to establish short, medium & long term goals, and an overall action plan.

For further detail, please refer to the previously circulated meeting minutes and supplemental materials, all posted to the members' website.

Who are you hearing from? Your Division Admin Team...

Valerie Nicol, Executive Lead – reporting to the board of directors, the Executive Lead coordinates and oversees the day to day operations and fiscal management of the division, and serves as administrative co-lead for the Attachment Initiative. Responsibilities include: overseeing & directing Division initiatives and committees; coordinating resources and work of Division staff; oversees Quality Improvement work; developing reports, proposals and contracts; facilitating interactive discussion sessions; reporting to funders/key stakeholders; making presentations on the Division and its work.

Support staff report to and receive direction from the Executive Lead:

Jennifer Berg, Financial Administrator – carries out the day to day financial operations of the division, including: working with the Executive Lead and the Board Treasurer, creating and monitoring operational budgets, project budgets, and budget forecasts; preparing monthly financial statements; monitoring daily financial operations and budget variances; processing FPHSP and Maternity Clinic and other division-related GP payments; processing expenses and receivables; administering payroll and employee benefits.

Tiffany Littmann, Executive Administrator – carries out day to day administrative operations of the division, including: providing admin support to the Executive Lead, CVDFP board, Collaborative Services Committee, Attachment initiative, Maternity Clinic, and HR committee; developing agendas and meeting materials; recording minutes; developing policy and bylaw wording; coordinating division communications; developing publications, manuals, presentations and surveys; maintaining members' database and division website.

Tracey Powell, Administrative Assistant – carries out day to day administrative operations of the division, including: providing admin support to the Executive Lead, Aboriginal Health Working Group, and Chronic Pain initiative; developing agendas and meeting materials; recording minutes; coordinating meetings; calendar management; developing publications, informational materials, presentations and surveys; conducting issue-specific and proactive research; sourcing and coordinating venues, products and services.

Expanded Board of Directors

Please join us in welcoming our 3 new board members - Jim Broere, Patricia Seymour and Trudy Woustra, who join existing board members Graham Brockley Kim Grymaloski, Tom Rimmer (Chair), Mark Sanders (Treasurer) and Maggie Watt.

With this expanded board, we have realized broader regional representation, gender balance, and a variety of fresh perspectives. Thanks to all the board members for their willingness to serve and support the Division through a critical period of growth!

Concerns re billing codes?

Please forward any concerns regarding billing codes/policies to admin staff, who will collect the feedback for referral to the Society of General Practitioners.

New Service at the Maternity Clinic

We are pleased to announce VIHA's support of the Division and the Cowichan Mat Clinic in the form of a new .4 Dietician position, a valuable service offering support to both patients and providers.

Save the date! Cowichan Tribes community engagement session.

The CVDFP Aboriginal Health Working Group and its First Nations partners have scheduled an interactive discussion session with the Cowichan Tribes community on Monday, January 28th. Further details to follow.

New Division email addresses are anticipated shortly – stay tuned for details!



Staff

Valerie Nicol, Executive Lead
Jennifer Berg, Financial Administrator
Tiffany Littmann, Executive Administrator
Tracey Powell, Administrative Assistant
Krystal Poirier, Locum Coordinator

Board Members

Jim Broere
Graham Brockley
Kim Grymaloski
Tom Rimmer, *Chair*
Mark Sanders, *Treasurer*
Patricia Seymour
Maggie Watt
Trudy Woudstra

Looking for more information?

Check out news & events at:
www.divisionsbc.ca/cv/news.

Log on to the secure Division Members' Website for more detailed information at:
www.divisionsbc.ca/Security/SignIn.aspx

Need web assistance?

Contact: tiffany.littmann.cvdfp@gmail.com