

Atlanta Metro Community Healthcare Connections Agenda



Meeting Name:	Leaders:	Facilitator:	Note Taker:
Atlanta Metro CHCC		Jessica Knopf	TBD
Date:	Start Time:	End Time:	Location:
5/19/15	1 p.m.	3 p.m.	Emory Rehabilitation 1441 Clifton Road, NE Atlanta, GA 30322
Mission - Healthy Conversations for Safer Healthcare for: <ul style="list-style-type: none"> ✓ Smoother transitions among care settings ✓ Structured communication for better outcomes ✓ Reducing avoidable re-hospitalizations and transfers 			
Discussion Topic	Person Responsible	Time Allotted	<input checked="" type="checkbox"/> Task Completed
1. Let's get started – Welcome and Introductions! <ul style="list-style-type: none"> a. Meeting objectives b. Ground Rules, confidentiality, contact sheets c. Request for note taker and time keeper d. Introductions/ Ice Breaker 	Jessica Knopf	10 min	<input type="checkbox"/>
2. Educational Components: <ul style="list-style-type: none"> a. Facility/Company updates 	Members	1 min each	<input type="checkbox"/>
3. Discussion: Data Review <ul style="list-style-type: none"> a. Review problem identified b. Data Collection Process and Results c. Further refine problem statement (if necessary) d. Brainstorm interventions 	All	70 minutes	<input type="checkbox"/>
4. Wrap-Up: <ul style="list-style-type: none"> a. Evaluation- What went well? What can we do better? Community Assessment b. Assignments: Interventions and data collection c. Next meeting: June 23, 2015 <p style="background-color: yellow; display: inline-block;">Location-Volunteers??</p>	All	15 min	<input type="checkbox"/>