

Preparing for the Interconception Care Learning

Collaborative (ICC-LC) 3 Meeting

MCHB / DHSPS Webcast, March 31, 2011

JOHANNIE ESCARNE: Good afternoon, my name is Johannie Escarne with HRSA's Division of Healthy Start and Perinatal Services in the Maternal and Child Health Bureau. On behalf of the division I would like to welcome you to this webcast titled "Preparing for the Interconception Care Learning Collaborative (ICC-LC) 3 Meeting". Before I introduce our presenter today, I would like to make some technical comments. Slides will appear in the central window and should advance automatically. The slide changes are synchronized with the speaker's presentation. You do not need to do anything to advance the slides. You may need to adjust the timing of the slide changes to match the audio by using the slide delay control at the top of the messaging window. A 12 second delay typically provides optimal performance for the audience. We encourage you to ask the speakers questions at any time during the presentation. Type your question in the white message window on the right of the interface, select question for the speaker from the dropdown menu and hit send. Please include your state or organization in your message so that we know where you're participating from. On the left of the interface is the video window. You can adjust the volume of the audio using the volume control slider which you can access by clicking the loudspeaker icon. Those of you who selected accessibility features when you registered will see text captioning underneath the video window. At the end of the

broadcast, the interface will close automatically and you'll have an opportunity to fill out an online evaluation. Please take a couple minutes to do so. Your responses will help us plan future broadcasts in this series and improve our technical support.

Today we have Juliann DeStefano, Senior Project Officer in the Division of Healthy Start and Perinatal Services, and the Contracting Officer / Technical Representative, or COTR, for the ICC contract and myself who will be your presenters. To allow ample time for this presentation we will defer most of the questions to the question and answer session following the presentation. If you have a question during the presentation, don't hesitate to hit "question for speaker" from the dropdown menu. Without further delay I would again like to welcome our presenter, and the audience, and begin the presentation. Juliann.

JULIANN DESTEFANO: Hi everybody. Good afternoon, we're glad to see there are so many people who have logged onto our presentation today. In terms of preparing for the upcoming ICC-LC 3 meeting in May, the objectives of the webinar today will be 1) to review the meeting logistics; 2) to discuss the team formation; 3) to review the meeting agenda, 4) to describe the poster presentations and 5) to provide meeting contacts. Next slide.

For the meeting logistics, the dates are Thursday and Friday May 19 and 20. The hotel is the Washington Hilton in Washington, D.C. Registration website is online here. The deadline for the hotel and registration is April 14th. We know a lot of you have

been registering and we've gotten many questions about that. We'll give you the contact information again at the end of the presentation for those concerned. Next slide, please.

The team formation. Many of the grantees have contacted their individual project officers. The required participants are three members. Project director or program manager, lead case manager and a consumer. Many of you have also asked about having some approval form from us so your grantee organization will approve your travel. We will have that up on the website by next week so you can easily download this. Now remember, there's five participants on the travel team and that's required as a condition of the Healthy Start grant. Next slide, please.

The additional two participants that will come as travel team will be up to you. What you need to consider is the Cycle III topical area you plan to be involved with. The point person continuing the LCC in your project, you want to look at the role in the community that that person you're traveling with brings and how it relates. And you want to look at your local partnerships. You do this in your local Health Systems Action Plan. Next slide.

If there are any questions about this right now I guess Johannie you'll be looking for them. You do have the opportunity at the end of the whole presentation to ask questions. Let's move on to the meeting agenda. First of all I want to take this opportunity to thank the agenda planning committee members. We took suggestions

from last year and grantees participating in this so this agenda is based on all the input from the grantees and what you gave us. The first day Thursday, May 19th is how we end Cycle II. A welcome and introduction and move into a presentation quality improvement process and core collaborative measure outcomes. We're looking to present a very short refresher on the PDSA process, provide an overview of the measures and we will also update you all on the measures that you provided on the preliminary findings from the Cycle II. We'll have a short break and then we'll have a concurrent session -- again you'll be still in your Cycle II groups and this will be -- this particular session you'll be in the ones you've been on. And this is really looking at closing out Cycle II. You'll summarize the accomplishments and lessons learned. This will be a good place for you to use your posters and Johannie will be talking about that later in the presentation. At noon we'll have a lunch plenary. The goal of the plenary will look at practical applications and long-term outcomes of other established collaboratives and we have a couple of collaboratives in HRSA that will be presenting.

Next slide.

At 1:30 there will be a plenary. The plenary will focus on six grantees that are going to present to us and essentially highlight the quality improvement work of the grantees during their Cycle II but they'll also talk about the improvements they've noted from Cycle I to Cycle II. We'll have a break and then we'll return back at 3:30 and at that point we'll have six large break-out rooms. We'll review each of the core content areas. This is based on a lot of feedback that we received from our last year's meeting where people really wanted to have another overview and update to these important

content areas. For this particular presentation you should go to the room where your cycle -- what you'll be doing in Cycle III. If you're going to be doing family planning in Cycle III, go to that room. If you did healthy weight in Cycle II and family planning in Cycle III, go to the family planning room. Then at 4:30 we'll have a poster session and networking. Johannie will do day two for us.

JOHANNIE ESCARNE: Before I do day two we did have one question. The first question is pediasafe process.

>> I believe the question is really asking what does that mean?

>> Plan to study act and why we're going to do a review of the process and the cycle because we do have some new members on board, whether it's project directors or program staff who haven't been through this process and we'll have a review but it stands for Plan-Do-Study-Act the four Tenets.

JOHANNIE ESCARNE: Another question is -- comment, really. We want to confirm that it is mandatory to bring a consumer to the D.C. meeting.

JULIANN DESTEFANO: Yes, we're interested in having consume -- consumers in this process. In all the Healthy Start grantee meetings and projects you want consumer participation and yes, we would like you to bring a consumer. If there are concerns or

issues you have with that, please call your individual Healthy Start project officer i to talk about that.

JOHANNIE ESCARNE: There is a question about the posters but I'll go over that in just a minute. The next question is -- the Cycle II on Healthy Start is focusing on healthy maternal weight. We'd like to put into practice what we learned during Cycle II and hold an exercise session if interested. Okay, on Thursday the 19th at 7:00. What we'll do is -- 7:00 a.m. If you could contact your project officer and get that information to us and we will make sure that it is posted for those other attendees that would like to attend. Thank you for that.

Okay so next slide. Meeting agenda, day two. On day two on Friday we will be beginning Cycle III. So at 9:00 we will have a welcome and MCHB update and wrap up yesterday's session and then open up for the Cycle III sessions for that day. 9:30 will be concurrent sessions by topic area. That means that there will be six large break-out sessions to -- for each of the different content areas. For example, family planning, and if you are doing family planning in Cycle III you would go to the room for family planning. That will be the objective -- the objective for that is basically to get the people together, share information and knowledge based on review of the core content areas the day before and just make sure everyone is on the same page as they begin Cycle III. At 10:30 we'll take a break. At 10:45 you will then break into probably about 15 to 16 different learning collaboratives. Now, this particular one -- this particular session is aimed at giving each individual grantees more time to develop their aim and

change statements . This is based on some evaluation questions last year that they didn't have enough time to develop those with their project team. For example, if you're in family planning I for Cycle III you would go to the family planning I room and sit at a table with your project team and that would be your time to develop your aim and change. At 12:00 we'll take what we call a networking lunch. This lunch is an opportunity to foster peer-to-peer mentoring. This particular meeting this year is being -- the theme is capacity building. So this was an opportunity for the grantees to go ahead and get together, talk a little bit, have lunch and just kind of learn from each other. During this time, there will also be an opportunity to have some technical assistance hours. If you've registered you would realize that one of the break-out sessions that is listed is technical assistance. At this time we're collecting all of the information about technical assistance and what needs you may have so we can better serve you at the actual meeting so we have the appropriate staff available to answer your questions. At 1:15 this will be the concurrent session by learning collaboratives. You'll reconvene in the same room. Family planning I will go back to family planning I and this is now where you'll work as a learning collaborative to discuss your selected projects. Outline how you plan to implement your pediasafe cycles and at this time you would discuss the common measures for your Cycle III project. At 2:30 we'll take a break. At 3:00 we will begin the topical break-out sessions.

And I will quickly go over the topical break-out sessions. They are listed on the next two slides in this presentation. But knows break-out sessions are measuring change, practical applications, quality improvement, involving front line staff in quality

improvement process. Consumer involvement, motivational interviewing. Promoting a Life Course perspective in Healthy Start. Presenting evidence-based tools for each topic area, engaging community providers and technical assistance drop-in hours. At 4:00 on day two we will go ahead and introduce the Cycle III schedule. And that continued use of the quality improvement process and after cycle three ends and also give you an idea of how the division's vision on where we'll see ourselves during the cycle three process. At 4:30 we would adjourn for the day on day two. Next slide, please.

This slide gives you a little bit more detail about the topical break-out sessions and their objectives. I'll let you review those for yourself but we did add objectives so everyone has a better idea of which break-out sessions they want to attend. Next slide, please.

Again these are the last of the break-out sessions. Next slide, please.

And I've noticed that's the end of the agenda for day two and I've noticed we had a couple questions come in so I'll take a moment to look at those questions. The first question is will these slides be available after this webinar? Yes, this webinar will be archived and the slides will be available so you will have plenty of time to refer to the slides if you either attend them and you're attending the webinar now or need to have them handy for other staff who may not have attended. A question about lunch. Lunch will be provided. It will not be purchased, it will be provided so you don't have to worry

about purchasing your lunch this year. Let's see another question, will there be sessions geared toward the consumer? Yes. We have a consumer involvement topical break-out session that is scheduled for day two at 3:00. That would be the session would be most geared towards the consumer. However, since we anticipate that your consumers will be involved in your cycle throughout Cycle III, this is we're also giving the overview to the pediasafe cycle so consumers have a view of why we're going through the quality improvement process. Next question, will we have time to develop our change project objectives? However, it is my understanding those were due on April 15th. Please clarify.

>> Yes, go ahead.

>> I think what we do is you're choosing your Cycle III topic at that point. That's what we do on April 15th. On day two of the meeting this is when you meet with your project team and continue to develop your aim and change statements.

>> Okay, I answered that one. Okay, are there any additional sessions planned A.M. or P.M. for any select staff? No, we currently the way the agenda stands right now is how we envision it. The only things that would be added to the agenda would be speakers and moderators and times may be adjusted slightly. However, what you see on the agenda now is pretty much what you'll see on the days of the meeting. If you have not signed up for a technical assistance before the ICC/LC will you still be able to attend the break-outs or TA once you're there?

>> Yes, you will. When you register on site the logistical staff will be available to take any additional TAs that you may need and we'll also have the -- there will also be a sign-in sheet to make sure we have the appropriate number of rooms and people to answer the questions that you may have. Should the team members attend the break-out meet session or different ones? That's really up to the team. There are some that we may encourage that some people attend and that is email about that may come out. It's up to the team whether they want to attend all of them to attend one session or if they want to break up. Are there any options for daycare for children of consumers or should children not attend? We always encourage the consumers to bring their children and we'll be looking into what options we have in providing a room. Usually have a room there.

>> We usually have something called a family room. But it is not usually staffed by any qualified daycare provider. So it would be a room where people could go where their kids may need naps, women who are nursing, they can go there. But it wouldn't be staffed by any daycare provider. The daycare piece, the actual watching over the children has to be given from the actual project team that came. Will there be a project director's meeting? No, there won't be in conjunction with this meeting this year. Okay. Due on April 14th is the topic plus the aim and change statement. The whole plan based on aim and change measures and the PDSA steps would be developed at the meeting. That was a clarification. Has an email gone out regarding the due dates submitting our next topic area? If so, I have not received the email. If you have not

received the email it has gone out. Please email your project officer if you haven't received the email and the project officer will get that email to you. We talked about consumers and children. And there is a comment that the association provided childcare during the consumer session last year. We have not had a conversation with the association regarding that childcare this year. However, we can go ahead and talk to them after this presentation and see if they can provide childcare and if they can we will make sure that there is an email sent out to the projects. Okay. So next slide, please.

We will move along to the poster session. This year the purpose of the poster session will be more of an informal informational session. It is a requirement for all grantees to submit a poster. We want to see what you guys have been doing in Cycle II. I think it was a very rich presentation last year. It provided great opportunity for not only the division staff and project officers but also your other Healthy Start projects to see what other people have done both in their collaboratives and outside. That's why we're making it a requirement for all grantees to submit a poster. There will be no judging this year. However, we will have comment cards available so if there is something that you want to follow up with a grantee about or if you just want to say this is an excellent poster, there will be 3 by 5 index cards with each poster and you can include comments for the particular team that presented that. Next slide, please.

This year we're going to give you two options in terms of the poster. You can either have what we're calling just the poster, which is one piece of paper, long and I'll give

you the dimensions in just a second, or you can have what we're calling descriptive sheets. Next slide, please.

The dimensions of the poster, we will have a foam board that will be your backing and those dimensions are 40 by 32 inches. And it will be up on an easel. Next slide, please. If you choose to do descriptive sheets, you can put the description sheets using push pins on the foam backing board approximately nine 8 1/2 by 11 sheets will fit on one poster board. Those will also be displayed on the easel. Next slide, please.

Suggested content. These are a couple of things that we think that you should include on your posters or descriptive sheets, whichever one you choose. Grant name, your ICC-LC staff member, your location including your service sites. Your target population. Next slide, please. Your Cycle II topic area. Your aim and change statement and your Cycle II measures. Next slide, please. The message you use. We're asking that you give a little description of what you did in the plan do study and act phases of your quality improvement process. Next slide, please and then we're also looking to see project results, challenges, accomplishments, lessons learned and acknowledgement. Next slide, please.

Here are just a few tips that we are giving you. Use clear, concise statements. Use headings to organize the material. Consider text size color and graphics when developing your poster. Avoid overcrowding with words and graphics. Include photos. Also include contact information and, if possible, bring a one-page summary of the

poster for attendees, kind of a takeaway. Next slide, please. HRSA will provide the foam boards that I described for you to mount your posters or your descriptive sheets. The 40 by 32 easel, binder clips if you choose posters, push pins if you choose descriptive sheets and clear place I can sleeves if you have hand-outs. Next slide, please. The posters will be displayed for two days. They are going to be on the concourse level. The Washington Hilton has a very nice level, very close to the ballroom area and that's where we'll be displaying all of the posters. Setup time would be sometime on Thursday, May 19th it will be available to set up and breakdown would be on Friday, May 20th sometime in the afternoon. We'll have the comment cards available for those of you who wish to have any comments for the poster presenter.

Okay. Before we go into meeting context, let's see what kind of questions we have. Can the posters be printed at the hotel and will they provide a discounted cost as these are expensive to print? I can check with the logistics contractor but I cannot guarantee that the hotel will be able to provide that kind of service. What I would encourage you to do is email your project officer with that question and we'll go ahead and we'll make sure we follow up. I think Juliann is taking some notes on that, too. Okay. How many more months are we required to submit updates on the website for Cycle II measures? How many more months are we required to commit monthly updates? For this one so that we can have some information to share with you at the meeting we'd request that you submit up to April 10th, the next recording date, so that we can have some information for that 9:30 session on day one. Will the foam board backing be provided? Yes, everyone will have it provided. Do you have an estimate on the

number of one-page summaries we should bring? That's a good question. We have 104 grantees. Maybe 50 or so? We have that available.

>> Yeah. I would say at least 50. Yeah, I would go with at least 50 for now. Will this webinar be archived? Yes, we did already say that and it will be available. And the slides will also be available after this webcast. Okay. Next question. Okay, so just to be clear what is the deadline to submit our Cycle III topics?

>> It was April 14th.

>> There will be another preparation webinar prior to the conference?

JOHANNIE ESCARNE: No, we do not have another webcast planned before the May 19 and 20 conference. However, if you have some questions please feel free to contact your project officer with your questions and we'll make sure we follow up with you. So next slide, please. We will go into contact information and the main program number for our division is 3014430543. But you can always contact Juliann or myself regarding any programmatic questions you have regarding the ICC meeting. Next slide, please. In terms of logistics, we have very capable QFI. Our conference coordinator is Debbie Burgess. Her information is there. If you have specific questions regarding registration, we ask that you contact Kimberly Plummer, the registrar on Debbie's staff. Her information is provided. Okay. Let's see if we have any other questions. One of the questions is it is too late for consumer attendance for

some of our projects. Would it be okay to solicit input from our consumers prior to the meeting instead of mandating presence of the consumer at the meeting?

I'm not understanding why it's too late for consumer attendance. I would say we'd have to talk about that. That would be an individual. You would either need to talk with your project officer or one of us and we can help you work on your travel team. Okay. Earlier you indicated we speak with our project officer if we had not received something. My computer experienced difficulty in that time and I didn't hear what was said. Can you repeat. The question earlier was regarding the due dates for choosing a Cycle III topic and developing your aim and change statement. So if you had not received that information, contact the project officer and get that information to you.

Do you have anything else you want to let them know, Juliann? Let me see if we're having any other -- We mentioned earlier the slides are available already on the website. The archive of this webcast will be available later but the slides are already available on the mchcom.com website.

For our poster presentation. When do we stop collecting data that will report on the poster presentation? I think that depends -- the last thing we want you to report in your ICC measures in April 10th. It really depends on your project with how long you need to prepare your poster. April 10th is a suggested date but if you can collect data further than that and still have time to prepare the poster, then you can do that, too.

Did you say that we were expected to bring a consumer? We were having technical difficulties. Yes, one of the required participants of this meeting is a consumer and I think one or two projects are having problems with bringing consumers. I would then suggest you talk to your project officer and help you figure out what the best travel team is for your particular project.

In regards to consumer participation it is very difficult for those coming from the west coast for a two-day meeting. Will the project take this into consideration? Again, I suggest you talk with your project officer. I think that we're pretty flexible people but—

JULIANN DESTEFANO: It's one of my projects. Give me a call.

JOHANNIE ESCARNE: Again, talk to your project officer. Any variations on the travel team members really needs to be okayed through your project officer. Anything else? Okay. Just giving you guys a couple minutes just in case.

This is the first time we heard anything about bringing consumers, is it mandatory? Yes, one of the first slides was that consumers -- bringing a consumer was a mandatory travel team participant for this meeting. The theme of the meeting is capacity building and trying to make sure that capacity building runs not only -- you want to build capacity within your community. One of the best ways to do that is involve consumers to get them on board to understand the process, know the purpose behind the process and they can go back to your home teams and be able to help you

implement your project in your community. I just spoke about the rational. Do you want to say anything Just trying to give everyone a moment to make sure that we get as many questions in as we can. Of course, if we don't get to your question, we will email you afterwards or you can contact our project officer with your question and we'll have a moment to -- you could contact our project officer if we aren't able to answer your question today. Okay. Do you have any thoughts?

I want to thank everybody for listening. We hope we've been helpful. There is a lot of concern about the consumer piece. We can talk about that individually with you. The project officer can. A basic Tenet for the Healthy Start project we encourage participation by consumers and are aware in some communities it's very challenging. We do understand that. Please talk to your project officer or call one of us and we can help you out a little bit more. If you have any other questions please give us a call or email and we hope this has been helpful for you and look forward to seeing you all in May. So thank you, Juliann.

On behalf of the Division of Healthy Start and Perinatal Services I would like to thank our presenters and audience for participating in the webcast. I would like to thank our contractor, from the University of Illinois at Chicago School of Public Health for making this technology work. Today's webcast will be archived and available in a few days on the website mchcom.com. We encourage you to let your colleagues know about the website. Thank you and we look forward to your participation in future webcasts.