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| **Items** | **Information** |
| **Co-Chair Names:** | Ed Adams - UMNRobert Root – Allina Health (United) |
| **Project Team Members:** | Karin Schulze – MMCGMEMaggie Dickman – MMCGMETroy Taubenheim – MMCGMERobert Root – Allina Health (United)KayLynn Breid –HennepinShanika James - HennepinCecily Spencer - HealthPartnersPam Coppa - HealthPartnersAlex Behrend – UMN (Peds)Kelly Cardenas – FairviewEd Adams – UMNLynn Pohlman – UMN GMESue Kostka – UMN DNP Program |
| **Purpose of Work Group** | Within the MMCGME community, there has been an increase in interest and activity related to Student Learners. The community has determined there is a value to bring together key stakeholders and resource to help provide a common effort to address the various issues, concerns and best practices. This subcommittee is tasked with this general purpose. |
| **Reporting** | The work group will develop specific recommendations and forward them to the MMCGME Operations Committee for approval/direction. |
| **Project Scope and Exclusions**  | The scope of the project includes the following:1. The broad spectrum of Student Learners within the MMCGME Medical Education Community.
2. Medical Students, Advanced Practice Students (NP, PA, CRNA, DNP).
3. Residents/Fellows and undergraduate Nursing Students are outside the scope.
4. Initial focus on issues/processes we believe can be addressed.
5. If a longer term issue, we can determine if we have the capacity to take it on.
6. General Areas of focus, to be determined in detail by the work groups priorities.
	1. Best practices for learners relating to onboarding, maintenance & tracking and offboarding.
	2. Data Collection/Review (data from CN?)
		1. Student types.
		2. Availability of rotations (% filled/Available).
		3. Other.
	3. Gaps in services.
		1. From the hospital/clinic perspective and the school/student perspective.
		2. Barriers.
7. Identify underused/non used features of CN.
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| **Priorities** | 1. TBD (select 1-3)
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**Initial Plan:** The timeline and actions to be taken by week, by month, for each priority item

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| **Date** | **Goals/Steps/Outcomes** |
| 3/22/2023 | Onboarding systems and features; what is working/not working. How each Health System is onboarding students; who does it? Centrally or by dept? Internally within organizations, have a conversation with people working with student learners about barriers. |
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