



Canadian Interprofessional Health Collaborative
 Consortium pancanadien pour l'interprofessionnalisme en santé

CANADIAN INTERPROFESSIONAL HEALTH COLLABORATIVE RESEARCH NETWORK (CIHC-ResearchNet) WORKING GROUP

CIHC RESEARCH & EVALUATION SUBCOMMITTEE

Teleconference

Date: Thursday, December 16, 2010 at 6:00-7:00 pm EDT

Telephone No: 1-866-211-8005

Conference code: 3751532648#

Members Present: Hossein Khalili; John Gilbert; Susan Tam
 Regrets: Ruby Grymonpre; John Riva; Cathy Fournie; Shih-Wei

| Item | Topic & Lead | Action |
|------|---|--|
| 1. | Welcome to members, Review of current agenda and previous meeting minute. <ul style="list-style-type: none"> Minutes from Nov. 29, 2010 approved | |
| 2. | Survey Results Updates <ul style="list-style-type: none"> No additional Survey responses. One Survey respondent (Saskatchewan) asked that its Survey response not be published. Deadline for respondents to decline publication is Dec. 20, 2010. As IPE Conference is at the end of January, those responders who request that their Survey responses not be published after the deadline can still be removed from the Conference presentation. Some Surveys sent to out of date e-mail addresses and persons who have retired or are on vacation; John knows the Deans at several of these institutions and can help getting the Surveys to the proper people. | Susan to draft e-mail regarding the respective Surveys sent to out of date e-mails and people who have retired and send to John; John will then forward e-mail to his contacts at these institutions for action |
| 3. | Funding/Promotion Update <ul style="list-style-type: none"> Jeanne Besner is not chair for the Health Council anymore. She has forwarded the e-mail to the CEO, John Abbott; still waiting for reply from them. No reply from Dr. Joshua Tepper yet. Wait until the new year to follow up. | Hossein to follow up in 2011 as appropriate |



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| | <ul style="list-style-type: none"> Promotion on the website <p>During the holiday Hossein will start working on the web page and forward to John and Alix for feedback.</p> | <p>Hossein to work on Poster and circulate draft for comments when ready</p> |
| 4. | <p>Workshop Preparation for the IPE Ontario Conference</p> <ul style="list-style-type: none"> SLIDES: Review of draft slides. 100 minutes allotted for presentation. Provide slides as a handout at Conference. Can place slides into CIHC template. Add Slide 1: Who is CIHC Add Slide 5: Who is/what is the objective of CIHC ResearchNet; Objective of attendance at this Conference. Send a copy to Alix for CHIC library & posting on website. CIHC tries to keep all presentations that were given on behalf of CIHC. Order of the slides content: Title, who you are, what the vision is, goal, why CIHCResearchNet, Development, Phase 1 etc. Need to make sure the continuity. Andrea may help on try to keep to minimal number of words and minimal number of lines on a slide etc. Should think more about on the overall layout of the slides. The last slide could be "Member". Need to talk about how they do it and who they get contact with etc. Suggest to provide slides handout in double sided before the conference so people can look at it before the workshop. <p>Questions & Answers SESSION:</p> <ul style="list-style-type: none"> Review of Questions Questions for discussion: challenges; strategies; primary means of communication; local IP networks. Give examples of "inside/outside" of your organization. Have a map of Ontario with the major universities, colleges. Mark up the map with different colours | <p>Hossein to finalize slides (revise as per comments; put on CIHC template; add animation etc.)</p> <p>Hossein to send final copy of slides to Alix for CIHC library & to post on website</p> |



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| | <p>showing the various local, indept. networks.</p> <ul style="list-style-type: none"> • First step in getting the local Ontario networks integrated into the larger network (i.e. CIHC ResearchNet). • Keep questions of who, where, why, when & how in mind during Q & A session. • Add an international link in the future; focus local for now. • Each participant contributes & takes notes; if we have a designated note taker, the note taker is often excluded from contributing (too busy). • PREPARATION for IPE conference: • Rehearsal beforehand: have an internal Agenda so CIHC ResearchNet presenters know who is doing what, time allotment & sequential order. • Basic structure: group discussion; sharing of ideas; sharing of Survey results; CIHC ResearchNet contact info. | |
| 5. | <p>Next meeting:</p> <ul style="list-style-type: none"> • TBD. Likely 2ND week of January. At 5 PM EDT or later | <p>Hossein to circulate e-mail & finalize date & time for next teleconference</p> |