

Faculty Matters



AUGUST 2014

<http://facultyaffairs.med.ufl.edu/>

Faculty Development Seminars

The next Faculty Development Seminar will be the kick-off for the Educational Development Series, featuring Dr. Chad Hood, the 2014 Clinical Science Teacher of the Year. He will present ***“Pearls of Clinical Teaching” on Wednesday, August 20 at 5:00 pm in C2-33.*** Faculty who participate in at least 8 Educational Development sessions over a 2 year period are awarded an Educational Development Certificate. All sessions are live-streamed and recorded with links posted to the Faculty Affairs website in case you are unable to attend in person. Check the schedule for future seminars at facultyaffairs.med.ufl.edu.

Register for all seminars at the [UF Health IT Training website](#).

Women in Medicine and Science Seminar

Tuesday, August 26, 2014 at 5:00 pm in C1-4.

Melissa Blouin, Director of News and Publication for UF Health Communications will present an interactive session, "Presenting with Poise: Tips for Professional Women." We will have light refreshments and time for conversation. *This session will not be videostreamed.*


Save the Date!



MICHAEL L. GOOD, M.D.
DEAN, UF COLLEGE OF MEDICINE
INVITES YOU TO ATTEND THE

UF College of Medicine Faculty Appreciation Reception

Wednesday, October 29, 2014
5:00 pm to 7:00 pm
ARB Courtyard



Reminders: PHI and Privacy

Communicating Protected Health Information:

Protected Health Information (PHI) includes any and all demographic, treatment, diagnostic or financial data or information obtained or maintained in any format by UF Health that pertains to or can be reasonably identified as relating to a specific patient. This includes many common identifiers (e.g., name, address, birth date, Social Security number) as well as other information that reasonably pertains to a specific individual.

Any communication of confidential and protected information, whether the method of communication is spoken, is written, or occurs through electronic means (i.e., through email, fax, or secure mobile devices) shall be conducted to prevent the inappropriate release or distribution of the information.

Safeguard PHI by being aware of your surroundings and not discussing patient information in public places:

Be aware of your surroundings when discussing PHI. Know who you're talking to — verify

the identity and authority of persons receiving PHI. Before you discuss PHI with a patient who may have visitors present, first ask the patient if you may discuss their care.

When care permits, use a private place for:

- Case discussion and consultation.
- Patient examination and treatment.

As a reminder, a patient's medical record may be shared with:

- Clinicians involved in the patient's care.
- Regulatory agencies looking into a facility's quality of care.
- Other people with a professional need to know the content of the records.

If you hear a colleague discussing PHI in a public area (elevator, cafeteria, food court, lobby, etc.), please remind him or her that the discussion would be better held in an area where the public is not always present or where passersby cannot overhear the information.

Hospitality and Service Training August Update

The commitment to adhere to exemplary professional behavior is one component of the UF Health Hospitality and Service standards. What you do influences others in many ways. Adherence to the PHI guidelines listed above is one manifestation of how to behave professionally. In addition, we are expected to complete records in a timely manner, return phone calls from patients and respond to the notifications and requests in your EPIC in basket. Maintaining and improving the quality of healthcare results from professionalism. Be accountable for your decisions, actions, performance and behaviors. Be positive, take pride in your work, acknowledge the contributions and expertise of those around you. As training for leaders and managers concludes in the next several weeks, training sessions for all faculty and all UF Health staff will get underway. ***Stay tuned for notification of your training session.***

Faculty Enhancement Opportunity Grants: Apply NOW

Faculty Enhancement Opportunity Award applications are now being accepted for award in Spring 2014. This project is part of President Machen's efforts to support and enhance professional development opportunities for the faculty. Details of the FEO program and the application form are available at <http://www.aa.ufl.edu/FEO>. Funds have been used for external leadership development programs, specific training programs; support for attendance at national and international meetings and other specific activities that enhance a faculty member's professional evolution.

If you are interested in applying, please read the information carefully and make sure you meet the eligibility requirements before applying. The College must review all application prior to submission. David Quillen, MD chairs the COM FEO-Review Committee and requests that you **submit a notice of intent** to him prior to submitting a full packet. A simple one line email to quillen@ufl.edu is sufficient.

Note that **September 19, 2014 @5:00PM** is the deadline to have your completed application submitted to the COM-FEO review committee. You must submit your application to the COM-FEO review committee for review and support.

The Provost indicates that there will be another call for applications in Spring 2015 and again in Fall 2015. Questions about the program or the application maybe addressed to Dr. Quillen or to Associate Provost Dr. Angel Kwolek-Folland through Ms Ilana McCray at immcray@aa.ufl.edu.

The COM has had considerable success securing these awards in the past. The Dean contributes 1/3 of the awarded funds from College sources, thereby expanding the pool of funds available for COM faculty.

Faculty Opportunity: SEC Travel Grant Program

The Southeastern Conference (SEC) Visiting Faculty Travel Grant Program is intended to enhance faculty collaboration that stimulates scholarly initiatives between SEC universities.

This initiative gives faculty from one SEC university the opportunity to travel to another SEC campus to:

- Exchange ideas;

- Develop grant proposals;
- Conduct research;
- Consult with faculty and/or students;
- Offer lectures or symposia;
- Or engage in whatever academic activities are agreeable to the visitor and host unit.

Travel dates for these visits must be between November 1, 2014 and July 15, 2015. The grants will cover transportation, lodging and per diem. Non-travel-related expense (e.g. books, supplies, computer software, etc.) will not be covered and it is not permissible to use funds for support staff (TA's, RA's) expenses.

The deadline to apply is September 12, 2014, and details are available at the [Provost's office website](#).

Did You Know?

The College of Medicine's faculty compensation plan approved by the college's Executive Committee on January 16, 2014, may be accessed at:

<https://connect.ufl.edu/comfs/CompPlan/Forms/AllItems.aspx>.

The minutes from the Monthly Executive Committee Meeting are distributed and also posted on the [College of Medicine Faculty Council website](#).

Take a look to be sure you are up to date with College activities.

MedEd Building Webcam

Construction for The George T. Harrell Medical Education Building is underway. You can follow construction progress via the following webcam link:

<http://159.178.10.13/appletvid.html>

Contact

Let us know about news, awards and activities of our faculty so we can share the good news. Contact us for additional information about any items in the newsletter or any other issues:

Marian Limacher, MD

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M 102A

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Next meeting, Tuesday,
September 2, 2014 at 5:00 pm in
the Hugh Hall Conference Room

Check the website for information about
meetings and activities:

<http://facultycouncil.med.ufl.edu/>

Your Faculty Council Officers are:

President: Nancy Hardt, MD
President Elect: Laurence Solberg, MD
Past President: David Quillen, MD
Vice President: Alice Rhoton-Vlasak, MD
Secretary: Jean Cibula, MD
Treasurer: Frank Bova, PhD



Upcoming Educational &
Professional Development
Seminars:

Making EPIC Work for Me

Donald Novak, MD and David Quillen,
MD
September 10, 2014
5:00 pm to 6:30 pm
Shands Training, Room 2149, North
Tower

**Faculty as Teachers (3 hour
workshop)**

Eric Black, PhD and Casey White, PhD
September 18, 2014
4:00 pm to 7:00 pm
Communicore Room C2-33

[Register for seminars at the UF Health IT
Training website](#)

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