

# Dalhousie Family Medicine Clinics

## Proof of Concept

A Dalhousie Family Medicine and Nova Scotia Health collaborative initiative



## Weekly Newsletter

April 29, 2022 | Issue 3

### Project Overview

Nova Scotia Health and Dalhousie Department of Family Medicine have partnered on a “Proof of Concept”. This project will test and try a novel practice environment that will simultaneously enhance access to integrated primary care for Nova Scotians and promote recruitment and retention of healthcare professionals.

### Introduction

We know how busy you are so we are introducing a new format to our weekly newsletters. The key developments on the project will now be listed as bullet points. As you will see, excellent progress is being made on this project.

If you have any questions regarding the key developments or would like to provide feedback, please do not hesitate to contact us. The input of clinic teams is critical to the success of this initiative. Our email is [dfminnovations@nshealth.ca](mailto:dfminnovations@nshealth.ca)

Dr. Joanna Zed and Graeme Kohler

### Key Developments

#### Human Resources

- The posting for the 4.0 FTE Secretary D positions at the Mumford clinic has closed.
  - Interviews are being scheduled the week of May 2.
  - This process is being led by Camilla Watkins.
- The posting for the 3.8 FTE Secretary D positions at the Spryfield clinic has closed.
  - Interviews are being scheduled the week of May 2.
  - This process is being led by Camilla Watkins.
- Onboarding Team job postings (2 RNs, 2 LPNs, 1 Admin) have closed.
  - There was significant interest in these postings.
  - The RN interviews were held April 28-9.
  - The LPN applicants are moving towards skill testing the week of May 2.

- This process is being lead by Lisa Bedford.

### **Onboarding Process**

- The team has been busy developing detailed process maps to guide the onboarding of new patients from when they are first contacted by the clinic, guiding them through the completion of their Electronic Medical Record (EMR), to the point where they are fully onboarded.
  - This work will be presented back to the clinical leads soon for review
- Provider patient rosters have been reviewed and the number of new patients to be added to each roster has been calculated.
- The development of onboarding processes is being led by Lisa Bedford.

### **Practice Optimization**

- The project team has been busy developing clinic pathways for providers and administrative staff to identify the process to ensure patients are seen by the appropriate care provider.
- Consultation with the Inter-Professional Practice and Learning (IPPL) team has begun regarding the initial scope of practice for LPNs and RNs.
- The development of practice optimization processes is being led by Tara Sampalli and Dr. Joanna Zed.

### **Evaluation and Research**

- The team is currently developing the evaluation criteria and identifying the Key Performance Indicators (KPIs).
- This work is being led by Tara Sampalli.

### **Other Key Developments**

- Letters have been sent to the 170+ people who volunteered to be **Patient-Family Advisors** thanking them for their interest and to explain next steps.
- The **Education Working Group** membership has been established and will have its first meeting during the week of May 2. The members are:
  - Daralynne Debaie, post-graduate rep
  - Jacalynne Hernandez-Lee, undergraduate rep
  - Karen McNeil/Kathleen Horrey, faculty development rep
  - Ruth Martin-Meisner, inter-professional education rep
- Recruitment of the first cohort of primary care providers for the **Incubator Clinic** has begun.
  - The Incubator Clinic is a novel initiative that will create a supportive environment for new graduates and new-to-province professionals to establish primary care practices.
  - It is scheduled to be in place in July.