

FEAT Communication/Hospital Leadership Mtg. Agenda **May 15th, 2008**

Participants: Kathy Moxley (Relief Nursery), Heather Richardson (Relief Nursery), Tamara Hughes (DHS Community Resource Coordinator), Kellie Augustadt (DHS ART Team), Kellie Burns (Willamette Family Treatment), Michelle Maloney (Sacred Heart Social Work), Liz Twombly (FEAT), Brianna Robbins (CPS Foster Care Certifier), Nancy Bischofs (Healthy Start)

- **SEN Team Review Process** (1st Thursday of each month at 13:00 at Sacred Heart)
 - Next Meeting: June 5: Room 535 on the 5th floor of the North Physicians and Surgeons building
 - SEN Team Review participants (Michelle Maloney, Kellie Douthit, Kellie Augustadt) shared that they feel like the meetings have been productive and very helpful in terms of following up with mothers who were part of the original “SEN Team” process in the hospital.
 - Confidentiality. This issue of confidentiality during meetings was discussed.
 - Kellie Augustadt has modified a confidentiality agreement form that the Lane County MDT uses (thanks Kellie!). At the beginning of each SEN Review meeting, everyone will be asked to sign the agreement form. Kellie will hold onto these forms.
 - A situation occurred at the last meeting where someone was present who probably should not have been invited. While agency representatives are invited to come to meetings to share a situation that did not go well (or to represent a caregiver’s feelings), they could be invited to the first part of the SEN Team Review meeting and then they could be excused.
 - Goals of SEN Team Review Meetings
 - Create a forum for agency representatives to discuss a process that did not go well.
 - Discuss (in general) what worked/what needs improvement for upcoming month.

- Staff individual cases (when needed)
- Problem solve identified barriers to SEN Team process
 - Discharge timeframes
 - How to systematically bring in medical providers to SEN Team process?
 - SEN Team Weekend Protocols
 - Other?.
- The Medical Passport concept was discussed.
 - Last year, a model for the Medical Passport was created during FEAT meetings. Some of these notebooks were distributed, but Kellie A. reported that she knows of only one biological parent (that she knows of) is still using the notebook. This subgroup of the FEAT project could shift its focus from the SEN team process at the hospital, to this Medical Passport issue.
 - Heather Richardson brought up the fact that while mothers are being discussed, and their needs are being addressed, little focus is being put on the newborn. This notebook would be a great way to bring the focus back to the baby.
 - There was renewed interest from people in this meeting to revisit the notebook idea and how to make it work.
 - Brianna Robbins said she would talk to foster parents about the format of the book and get feedback about the usability.
 - Kellie Burns said she would talk to parents at WFT about the format of the book and usability
 - Liz agreed to bring back information from the Discharge Planning meeting (which will occur in the beginning of June at Sacred Heart) to the next FEAT meeting.