



## Post-Secondary Partners in Connect Care – Training Task Force Meeting Minutes

### Meeting

Date/Time: February 14, 2022

Information: Virtual Meeting via [Skype](#)  
(the Skype Web Application can be downloaded from [here](#))

Conference ID: 6283949  
Toll Free Call in # (877) 352-4495

Agenda Item	Notes:	Action:
Welcome	Refer to <a href="https://www.albertahealthservices.ca/info/Page16725.aspx">https://www.albertahealthservices.ca/info/Page16725.aspx</a> for past taskforce minutes COVID Outbreak Update Webpage: <a href="https://www.albertahealthservices.ca/topics/Page17232.aspx#fhc">https://www.albertahealthservices.ca/topics/Page17232.aspx#fhc</a> New meeting series (MS Teams)	Tracy to send new invitation using MS Teams  If you haven't received the new series in the next two weeks, please let us know.
1) New meeting series (MS Teams)	<ul style="list-style-type: none"> <li>AHS is currently transitioning from Skype for Business to MS Teams as our meeting platform.</li> <li>A new invitation series will be sent out to the membership with the updated links to use MS Teams.</li> </ul>	
Implementation & Training Update	Notes	Action
2) Implementation & Training Update	<ul style="list-style-type: none"> <li>No new updates for training and implementation.</li> <li>The date for the launch 4 is still scheduled for May 28, 2022.</li> <li>The sites that are implicated for launch 4 have not changed at this time. There is still possibility that there could be changes announced at a later date.</li> </ul>	<a href="#">Connect Care Implementation Timeline (albertahealthservices.ca)</a>
Student Onboarding Process	Notes	Action



<p>1) Student/faculty Onboarding Process</p> <p>a) HSPnet Automation</p> <ul style="list-style-type: none"> <li>• AHS Network Access             <ul style="list-style-type: none"> <li>• Orientation Sessions</li> </ul> </li> <li>• Site Access and Identification</li> </ul> <p>b) Resources</p> <ul style="list-style-type: none"> <li>• External Website             <ul style="list-style-type: none"> <li>• Student Catalogue Update – SEUPAs</li> <li>• Orientation video update</li> <li>• SEUPA                 <ul style="list-style-type: none"> <li>• FAQ</li> <li>• Tip Sheets</li> <li>• Information sheet</li> <li>• Quick reference guide</li> </ul> </li> </ul> </li> </ul> <p>c) Simulated End User Proficiency Exam (“SEUPA”) Implementation</p> <ul style="list-style-type: none"> <li>• Learning Evaluation Supports System (“LESS”)</li> <li>• Scheduling, location, etc.</li> <li>• If unsuccessful, next steps</li> <li>• MLL instructions</li> </ul> <p>d) Badges</p> <ul style="list-style-type: none"> <li>• Scheduling, location, etc.</li> </ul> <p>2 ) COVID-19 questions</p>	<p><b>HSPnet Automation:</b></p> <ul style="list-style-type: none"> <li>• <b>AHS Network Access</b> <ul style="list-style-type: none"> <li>▪ Orientation Sessions                 <ul style="list-style-type: none"> <li>○ Jacqueline will be offering the orientation sessions to HSPnet automation and all things HSPnet related to Connect Care starting in March going into April.</li> <li>○ The invitations for the sessions were sent out on Saturday.</li> <li>○ It is important to attend the sessions. There are several steps and nuances to the data inputting process in HSPnet and these sessions are intended to help connect the dots when you are trying to do this on your own and haven’t had the exposure to the system (particularly with respect to Connect Care onboarding).</li> <li>○ Not necessary to attend all 6 sessions, attending 1 session is sufficient.</li> </ul> </li> </ul> </li> <li>• <b>Site Access and Identification</b> <ul style="list-style-type: none"> <li>○ Reminder to the students to come to their ILTs with their network credential information (username and password).</li> <li>○ When they are presenting for their first day of practicum it is important that students have identification when they are coming to the site.</li> </ul> </li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• External Website             <ul style="list-style-type: none"> <li>○ There are a number of changes to the external website.</li> <li>○ The updates are really in relation to the Simulated End User Proficiency Assessment (“SEUPA”), the replacement from the End User Proficiency Assessment (“EUPA”).</li> <li>○ We have added the following to the external website:                 <ul style="list-style-type: none"> <li>▪ FAQ</li> <li>▪ Tip Sheets</li> <li>▪ Information sheet</li> <li>▪ Quick reference guide</li> </ul> </li> <li>○ We have had a few students who were unsuccessful with their SEUPA and must retake it.</li> <li>○ Reminder the passing grade is 80% and higher.</li> <li>○ Previously a video was shared as part of the resources, however some of the video had some Connect Care proprietary information on it. As previously mentioned,</li> </ul> </li> </ul>	<p>If you haven’t received the invitation for the orientation sessions, please let Chad know</p> <p>Jessica will email the orientation session invites to those who have asked.</p>
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	<p>Epic is very cautious about what is shared, therefore the link to the video that was shared will no longer work.</p> <ul style="list-style-type: none"><li>○ You must be at an AHS site (on the AHS network) to view the video now.</li></ul> <p><b>Simulated End User Proficiency Exam (“SEUPA”) Implementation:</b></p> <ul style="list-style-type: none"><li>○ There are several SEUPAs at play now. We have implemented the last 60+ over this past weekend, there are 92 in total.</li><li>○ These are replacing the majority of the EUPAs, but for some of the courses there will still be the EUPA.</li><li>● Learning Evaluation Supports System (“LESS”)<ul style="list-style-type: none"><li>○ This is the way staff and external partners register into the SEUPA.</li><li>○ This is not the exam itself; it is the booking process for getting the learner in line to complete their assessment.</li><li>○ This is in addition to MyLearningLink (MLL). The SEUPA comes from Connect Care, and we have several different systems that have to ‘talk’ to one another.</li><li>○ When a learner sees a SEUPA icon in MLL, they will see a button that says “view”, and when they click on the button it will open a hyperlink to LESS.</li><li>○ When they click the hyperlink, it will open the LESS portal.</li><li>○ Once the registration is complete, it will trigger an email confirming registration</li></ul></li><li>● As this system is not yet available to those accessing MLL outside of the AHS network, students will not be able to schedule their SEUPAs outside of their Instructor Led Training session or when they are at an AHS site (e.g., for their practicum)</li><li>● Students may have questions regarding being unable to access the system.<ul style="list-style-type: none"><li>○ The 1st SEUPA will be scheduled in LESS by the student at their ILT (using the AHS network).</li><li>○ LESS will be available externally in the future.</li><li>○ We have asked that a disclaimer be added to the hyperlink in MLL to clarify who does (and does not have access).</li></ul></li><li>● On the first day of the ILT the credential trainer will be giving an orientation about LESS and the SEUPA. During the first or second day the learners will schedule the exam in the system.</li><li>● If the students are not successful (80% or higher), please have them reach out to their placement coordinators to connect with the Student Placement Team and to Kristina to coordinate retaking the assessment.</li></ul>	
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	<ul style="list-style-type: none"> <li>• If after a third attempt the student is unsuccessful there will be an intervention with the training team; a recommendation may come forward to have learner go back through the training program.</li> </ul> <p><b>Badges:</b></p> <ul style="list-style-type: none"> <li>• All the Badges in operational areas are delivered via Zoom, but like LESS the student must be on an AHS network computer to attend this training.</li> <li>• The challenge with this is that training is scheduled via Zoom. The student must be on site so that they can ask their preceptor to set them up on an AHS computer for the duration of the training on the 1<sup>st</sup> day of practicum.</li> <li>• This is causing some problems in the North as the availability for access to the computers varies by site.</li> </ul> <p><b>COVID-19 Update:</b></p> <ul style="list-style-type: none"> <li>• Just reminder if you have any questions regarding vaccinations, rapid testing, etc. please contact Teri Langlois (<a href="mailto:teri.langlois@ahs.ca">teri.langlois@ahs.ca</a>) as well as Chad and Jacqueline.</li> </ul>	
<p><b>Questions/Comments</b></p>		
	<p><b>Questions/Comment:</b></p> <ul style="list-style-type: none"> <li>• If Badges are required for the students those will show in MLL for students, is that correct?             <ul style="list-style-type: none"> <li>○ Yes.</li> </ul> </li> <li>• Wondering if in the future there will be more of an opportunity to book the ILTs further in advance?             <ul style="list-style-type: none"> <li>○ We are currently sitting at 5-10 days in advance of the ILT. This is something that we are trying to improve upon. It is still a work in progress, under ideal circumstances we would like to have them booked 20 days in advance.</li> </ul> </li> <li>• Have extra ILTs been added to spring given that more students will require training with Launch 4?             <ul style="list-style-type: none"> <li>○ We have planned around this. We provide the scheduling team with estimations of students, and as we know in March/April we get a lot more. They have earmarked spaces for tentative ILTs.</li> </ul> </li> <li>• Will instructors going to Launch 4 placements get training in August?</li> </ul>	



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	<ul style="list-style-type: none"><li>○ This will be dependent on when the request is put forward in HSPnet. Instructors can be trained when their information comes through the feed. You can trigger this by emailing Kristina.</li></ul>	
<b>Next Steps</b>	<b>Notes</b>	<b>Action</b>
	Date: March 14, 2022 Time: 11:00-12:00 Location: Virtual Meeting via <a href="#">MS Teams</a>	