

Helping behaviors
Clarifying
Linking & harmonizing
Initiating
Keeping 'gates' open
Summarizing

St. Louis Simulation Interest Group

Date: November 29, 2017

Time: 1:30 p.m.- 3:30 p.m.

Place: St. Luke's Hospital

Conference Room

360 East Medical Office Building

Hindering behaviors
Blocking
Rambling
Attacking
Taking over the discussion
Silence – not participating

AGENDA

Items	Materials	Deliverables /Desired Outcomes <i>During this meeting, we will:</i>	Time
Introduction & Old Business	<ul style="list-style-type: none"> Agenda August meeting minutes 	<ul style="list-style-type: none"> Discuss expectations for this meeting, establish ground rules, and create parking lot. Approve previous minutes Introduce new organizational representatives 	13:30-13:45
Meeting Topic: Exploring Simulation Lab Operations	<ul style="list-style-type: none"> Clinical/ Hospital paperwork and Simulation paperwork Data Collection 	<ul style="list-style-type: none"> Discuss what type of simulation paperwork for students/or staff nurses for documentation versus the type of paperwork used for students in hospital clinicals. What type of evaluation paperwork in simulation for students/ or staff nurses, and for instructors/educators? Do you do any type of data collection? 	13:45-14:15
BREAK			14:15-14:30
Exploring Simulation Lab Operations Continued	<ul style="list-style-type: none"> How technology is handled in your lab Simulation Coordinator's Role 	<ul style="list-style-type: none"> Review what your lab does for programming, troubleshooting, updating, when equipment isn't working correctly ie: recording, sound who gets called? Who is trained on using equipment? Students? Specific Staff? All Staff? Does the Coordinator run simulations, do the technology, teach, etc.? Open lab? 	14:30-15:00
Simulation Conferences		<ul style="list-style-type: none"> Give list of upcoming conferences and discuss if anyone is going to any of the conferences. Can the meetings be a forum for practicing podium presentations that will be given at conferences? 	15:00-15:15
Types of speakers		<ul style="list-style-type: none"> Discuss if there are any particular speakers we would like to hear from? 	15:15-15:25

Parking Lot Items

Ground Rules

- Start and end meetings on time
- Be prepared for meetings
- Listen to others and avoid interrupting
- Operate on consensus