**Weekly Meeting Report (DUE every Sunday by 11:59 PM)**

***Group Members:***

Hailey Skoglund

Gus Lipkin

Maverick Hope

***Project Title:***

Correlating Patient Feedback to Avoidable Readmissions and Patient Experience Outcomes

***Week of:*** 01/24/2021 – 01/30/2021

1. Provide the times and days you spent working on your project (as a group) during this week. List the names of the team members who attended and did not attend the meeting

* Monday: 12:00-12:50 PM, everyone attended
* Wednesday: 12:00-12:50 PM, everyone attended
* Friday: 12:00-12:50 PM, everyone attended
* Saturday: 12:00-12:50 PM, everyone attended

1. Provide a brief update on the meetings with your sponsor.

* Planned a meeting for Friday the 4th to talk about the second research question, plans for the third research question, and a project idea.

1. Describe what you accomplished or attempted to accomplish over the past week.

* **Hailey:**
  + **Emailed meeting minutes from our last meeting to Jessica and summarize the outcome of our discussion**
  + **Wrote the weekly progress update**
  + **Worked with group on research question 3 on Teams**
* **Gus:**
  + **Wrote up meeting minutes in markdown and uploaded them to Github**
  + **Worked on Connect Calls data and made appropriate changes to the analysis.**
  + **Continued data analysis for Research Question 3**
  + **Worked with group on research question 3 on Teams**
* **Maverick:**
  + **Stayed in the loop with progress and sponsor communication**
  + **Worked with group on research question 3 on Teams**

1. Make sure to mention any difficulties you may have experienced during this week.

* None

1. List at least two items you will be working on next week.
   * Meet on Teams call with Jessica
   * Research question 3
   * Project website