COMMITTEE ON CLINICAL AFFAIRS
C. Brad Hare, MD, Vice Chair

Wednesday, March 26, 2008
Minutes

Present: B. Hare (Vice Chair), Q. Cheng, K. Duderstadt, A. Houtrow, S. Kayser, B. Lin, G. Yokoyama

Absent: D. Cox, K. Fye, J. Maa, C. MacDougall, S. Pletcher, S. Scarpace, E. Weber

Guests: Reece Fawley, Executive Director, Health Plan Strategy and Revenue Management, UCSF Medical Center
        David Morgan, Executive Director, Ambulatory Services, UCSF Medical Center
        Marc Wernick, Temporary Senate Analyst

Vice Chair Hare called the meeting to order at 5:06 pm

Approval of the Minutes of the Meeting of February 27, 2008
The minutes were approved.

Vice Chair’s Report and Announcements – Brad Hare
CAC Representation in the UCSF Medical Center Strategic Planning Processes
- John Maa will represent CAC on the Steering Committee.
- Amy Houtrow will represent CAC on the Patient Mix Subcommittee. The Patient Mix Subcommittee will meet three times, once in April and twice in May. It will be led by Nancy Adler and Talmadge King.

Report from the School Faculty Councils
Dentistry
None.

Medicine – Q. Cheng
- School of Medicine Interim Dean Sam Hawgood presented information on the review of the School of Medicine Dean’s Office finances. The most important outcome of the report is that there is no evidence of wrongdoing and that the Dean’s Office has adequate reserves. The review consultant also recommended better documentation of financial information.
- School of Medicine Associate Dean for Academic Affairs Renee Binder is reviewing information on gender-based faculty salary discrepancies (12%) in the School of Medicine.
- Executive Vice Chancellor and Provost Eugene Washington presented an update on the UCSF Strategic Planning process to the Faculty Council.
- School of Medicine Vice Dean Nancy Milliken and Medical Center Chief Strategy and Business Development Officer presented an update on the UCSF Medical Center Strategic Planning process.
to the Faculty Council, including information about the Clinical Enterprise Strategic Planning process.

**Nursing – M. Lynch**
The School of Nursing Faculty Council are considering their finances for the coming years, particularly in light of the proposed budget cuts. The School of Nursing is also planning to make substantial changes to the master’s curriculum. These changes will take into consideration the large number of retirements that will occur in the next two years, will work to streamline the existing 29 subspecialties and determine how to reduce program costs.

**Pharmacy – S. Kayser**
The Department of Pharmaceutical Services/Department of Clinical Pharmacy has responded to the Department of Health and Human Services Centers for Medicare and Medicaid Services (CMS) recommendations and implemented significant changes in drug distribution policy at the UCSF Medical Center.

**Continued Discussion of the UCSF Patient Population – Reece Fawley, Executive Director, Health Plan Strategy and Revenue Management, UCSF Medical Center and David Morgan, Executive Director, Ambulatory Services, UCSF Medical Center**
Since their last discussion on this topic with the Committee on November 28, 2007, R. Fawley and D. Morgan have revised the proposed guidelines for patient scheduling. They have evolved into an organized, standardized set of guidelines to help departments with patient scheduling and referring patients to other providers. Based on feedback from the Clinical Enterprise Leadership Group (the Clinical Department Chairs in the School of Medicine) the decision to use the guidelines will be made on a service-by-service basis. It will likely be used by about 10% of the practices. Once the guidelines are finalized, they will be distributed to the Committee.

R. Fawley and D. Morgan discussed the following issues with the Committee:
- The proposed guidelines are intended to maintain UCSF’s commitment to serve the community by using proportional estimates rather than absolute numbers.
- The new guidelines are designed to be revisited and revised as needed.
- Once a patient is under care from UCSF, they will receive all necessary treatment.
- As the guidelines are implemented, the Medical Center will monitor their effectiveness by reviewing quarterly reports.

**Update on the CAC Faculty Exit Survey – Marc Wernick, Temporary Senate Analyst**
M. Wernick updated the Committee on the preliminary results of the second distribution of the Faculty Exit Survey.

The next steps for the Survey proposed by the Committee include the following:
- Make participation in the survey more proactive
- Seek greater compliance at time of exit.
- Collect better contact information from faculty as they leave.
- Incentive for respondents.
- Department/Division Chairs involved in the enforcement process.
- Redistribute to the group.
- Could we send this out once a faculty member gives notice?
- Identify the HR people in Departments and let them know about the survey.
- Recognize that there are significant problems that can be addressed without significant funding.
- Analyze the data between retirees and non-retirees.
- Encourage exit interviews, encourage HR participation at the time of departure – central HR and at the departments.
- Consider creating a retention survey from the existing survey.
- Consider re-contacting a sampling of faculty from each school.
- Consider sampling more heavily in the areas that have the greatest problems with retention.
- Communicate with the Chancellor’s Council on Faculty Life subcommittees on recruitment and housing.

**Adjournment**
Vice Chair Hare adjourned the meeting at 6:30 pm.