The Clinical Affairs Committee (CAC) was called to order by Chair Weber on September 24, 2008 at 5:05 p.m. in room S 118. A quorum was present.

Chair’s Report
Chair Weber requested that the members review the 2007-2008 Annual Report.

In an effort to find a meeting time that better accommodates family schedules, Chair Weber asked if the members preferred to meet at 4:30 pm instead of 5:00 pm. Those present preferred to start at 4:30 pm. Senate Staff will check with those not present about the possible meeting time change.

Volunteer Clinical Faculty Workgroup
The Volunteer Clinical Faculty Workgroup of the UC Systemwide Risk Management Leadership Council may not continue, as it may have achieved its objective to find a mechanism to better track volunteer clinical faculty for the UC Medical Centers. In 2007-08, Ken Fye introduced the group to the database he created to track volunteer clinical faculty for the UCSF Department of Medicine. Although this UC Systemwide workgroup may not continue, the issue of volunteer clinical faculty at UCSF may be discussed in a future CAC meeting in 2008-09. If and when more information becomes available from the workgroup, Chair Weber will inform the committee.

Planning the Committee’s Work for 2008-09
Faculty Exit Survey
CAC will work to complete the Faculty Exit Survey report to be submitted to the Coordinating Committee for discussion at the October 21, 2008 meeting. Although CAC is not the appropriate group to continue to administer the Faculty Exit Survey, CAC would like to retain access to the data gathered by the survey.

Mission Bay Hospital Operational Planning Process
In 2008-09, CAC will continue to invite Elena Gates and Cindy Lima to discuss operational planning for the Mission Bay Hospital. They are scheduled to attend the October 22, 2008 meeting.

Prior to the meeting, Senate Staff will gather questions from CAC members and send them to E. Gates and C. Lima. CAC members discussed the following possible questions:
What mechanisms are in place for planning the operations of the Mission Bay Hospital?
  - Who is in charge of the mechanism(s)?
  - Who will be represented?
What are the plans for consult services? How will already over-extended faculty cover consultation at the new hospital?
Will there be space for consultation services at the new hospital?
How will the current challenges at Mount Zion be avoided at the new hospital?
How will risk to patients and burden on the system be minimized?
What are the plans for transferring services to the new hospital?
What would E. Gates and C. Lima like from CAC?
What thoughts have been given to providing consultation and back-up at Parnassus by services now being relocated to Mission Bay?

UCSF Clinical Enterprise Strategic Planning Process
John Maa is the CAC representative to the process. Jay Harris, UCSF Medical Center Chief Strategy and Business Development Officer, will discuss the Clinical Enterprise Strategic Planning Process at the October 22, 2008 CAC meeting.

UCSF Patient Population
Last year, CAC began to discuss how UCSF could determine which patients it could serve. This issue arose within the context of lack of capacity in the outpatient and inpatient settings, as well as the ability of individual outpatient services to determine its own policies with regard to the types of problems it can treat, teaching vs. service mission, abilities within in the service, and the need to be self-sustaining. Simultaneously, the Medical Center embarked on a strategic planning process that may also address this complex issue. CAC would like to have the opportunity to contribute to the formulation of policies currently in under review and provide more clinician input into the process of determining the UCSF patient population.

How can CAC better understand the issue? Ideas discussed included the following:
  - Discuss how UCSF clinicians will manage patients, both those who can be seen at UCSF and those who cannot.
    - How should clinicians refer patients to other services at UCSF?
    - What should individual clinicians or clinics do when they receive a referral that they cannot accept?
    - How will patients that cannot be seen at UCSF be referred to providers in the community?
  - Make recommendations about how to improve the system, including how to improve communication and cooperation among clinicians and services.
  - Ask David Morgan, UCSF Medical Center Executive Director of Ambulatory Services, to discuss these issues further with CAC.
  - Discuss CAC patient population concerns with clinical directors/chairs.

Part-Time Faculty Schedules
The data gathered to date for the Faculty Exit Survey indicates that faculty are dissatisfied about a lack of flexibility in their work schedules. What are the possibilities for part-time faculty schedules for non-MSP physicians? Senate Staff will check with Academic Affairs to learn more about the issue.

Electronic Medical Records
CAC would like an update on electronic medical records at UCSF from Michael Blum, Director of Information Technology, UCSF Medical Center.

Faculty Exit Survey Report
The Faculty Exit Survey Report is nearly ready to be sent to Academic Senate Chair David Gardner. Senate Staff will make the changes requested below and will circulate the report for final comments.

- Better align the Executive Summary with the report’s Conclusions and Recommended Next Steps.
- Recommend that a dedicated person be available to speak with faculty shortly after they leave UCSF. Should that person be from the Academic Senate, Academic Affairs or another group?
- The Faculty Exit Survey process should be automatically and immediately triggered when a faculty member gives notice of separation to their Department Chair.
- Although CAC would like administrative responsibility for this process to be taken up by Academic Affairs (or another appropriate office), it would like to continue to review the data collected and monitor the process.
- Recommend that comparison data should be gathered from current UCSF faculty.
- Recommend gathering data from faculty recruited by UCSF who ultimately choose to work at another institution.

**Report from the Schools**
None.

**New Business**
None.

Chair Weber adjourned the meeting at 6:30 p.m.

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