



## Agenda

CVT Team Meeting

Friday, May 24<sup>th</sup>, 2024

9:00-10:00am EST

[Zoom Link](#)/A 115

TOPIC	DESCRIPTION
<b>CHECK-IN</b>	Spring Wrap-Up – Curriculum Change check-in
<b>CLINIC</b>	Update for Physicians Regional
<b>INVENTORY &amp; EQUIPMENT UPDATES</b>	Pegboard (In-Process) Back table ordered (Delivery pushed back to July 2024) Gowns/Drapes (Ordered) Mentice Care Plans – 2024-2027 (In-Process)
<b>REMINDER - CVT CLUB PINNING CVT ADVISORY BOARD MEETING</b>	June 21 <sup>st</sup> , 2024 (Friday) 5PM June 11 <sup>th</sup> , 2024 (Tuesday) 9AM Awards: 1. Jeff Davis for Overall Excellence 2. Program Director's for Perseverance 3. American Heart Association Academic Excellence Award 4. Outstanding Clinical Performance Award
<b>NON-INVASIVE PROGRAM</b>	New Grant that we are applying for – Need commitment letters from other healthcare organizations
<b>SPRING COURSES</b>	CVT 2920 – Lena (3) CVT 2841L – Halley (6) CVT 1801C – Halley (4) CVT 2620 – Ray (Adjunct) (3) CVT 2420 – Halley (3)
<b>CVT HANDBOOK UPDATES</b>	Policies: Clinic Travel Mandatory Out-of-District Health Vaccinations and Immunizations

Background Check  
Student/CA Consent Forms  
2024 – 2026

Link:

<https://forms.office.com/r/qqn4ERKww9>

**ADDITIONAL QUESTIONS OR  
CONCERNS**

**ADJOURNMENT & THANKS**

# CVT Meeting – 05/24/2024

*Date | time* 5/24/2024 9:00 AM | *Location* Zoom

Meeting called by	Lena Scott, Program Director	Attendees: Ray Lenius, Faculty, Halley Bennett, Instructional Staff/Clinical Coordinator, Lena Scott, Program Director  Please read: Agenda
Type of meeting	CVT Team Meeting	
Facilitator	Lena Scott, Program Director	
Note taker	Lena Scott, Program Director	
Timekeeper	Lena Scott, Program Director	

## Agenda Items

Topic	Presenter	Time allotted
<input type="checkbox"/> Check-In	All	5 mins
<input type="checkbox"/> Clinic	Halley Bennett	2 mins
<input type="checkbox"/> Inventory & Equipment Updates	Lena Scott	2 mins
<input type="checkbox"/> Reminders – CVT Club Pinning & Advisory Board Meeting	Lena Scott	2 mins
<input type="checkbox"/> Non-Invasive Program	Lena Scott	5 mins
<input type="checkbox"/> Spring Courses	Halley Bennett	2 mins
<input type="checkbox"/> CVT Handbook Updates	Lena Scott	1 min
<input type="checkbox"/> General Course Changes (Fall 2024 Implementation)	Lena Scott Halley Bennett	5 mins
<input type="checkbox"/> Additional Questions or Concerns	All	1 min
<input type="checkbox"/> Adjournment and Thanks	All	1 min

## Other Information

Special notes:

- Check-In
  - The team discussed the previous Spring semester and reviewed the curriculum changes.
  - Clinical Coordinator, Halley Bennett, stated that she was worried about Spring 2025 when she would be teaching CVT 2420, 2841L, and CVT 1801C. She is worried about the loading for that semester.
    - PD Lena stated that this is an ongoing concern that she is addressing with administration.
- Clinic

- Physician's Regional will get their first student in Fall. We will see how things go with his rotation before sending more students.
  - Luke Campbell
- Clinic MOUs
  - TGH -signed
  - Gulf Coast – signed
  - Health Park – signed
  - NCH – signed
  - Manatee – legal counsel declined
- Inventory & Equipment Updates
  - Mentice Care Plans purchased for each simulator and covered for the next 3 years.
  - Pegboard order in process
  - Back table delivery pushed back until July 2024
  - Will be cleaning up the back store room at the end of the semester
- Reminder – CVT Club Pinning
  - Pinning ceremony is June 21<sup>st</sup>, 2024 (Friday) 5PM
  - Students have over \$300 budget
  - Awards
    - Jeff Davis for Overall Excellence
      - Arianna
    - Program Director's for Perseverance
      - Yvey
    - AHA Academic Excellence
      - Taylor
    - Outstanding Clinical Performance Award
      - Lis and Tatiana
- Reminder – Advisory Board Meeting
  - June 11<sup>th</sup>, 2024
- Non-Invasive Program
  - Dean Such is completing a new grant and asking for \$3 million to cover the cost of the ultrasound equipment.
    - She is asking for commitment to hire letters from healthcare organizations outside of LeeHealth.
- Spring Courses
  - The team reviewed the Spring semester draft:
    - CVT 2920 – Lena (3 credits)
    - CVT 2841L – Halley (6 credits)
    - CVT 1801C – Halley (4 credits)
    - CVT 2620 – Ray Adjunct (3 credits)
    - CVT 2420 – Halley (3 credits)
  - We will discuss CVT 2420 and whether Halley will keep this course. Ray is available to take an additional course.
- CVT Handbook Updates
  - New policies for the upcoming handbook:
    - Clinic Travel – Mandatory Out-of-District (Student Acknowledgement) pg. 28
    - Background Check – SoHP policy
    - Student/CA Consent Forms
  - Update to Health Vaccinations and Immunizations pg. 18
- Additional Questions or Concerns

- Class pictures will be held on June 3<sup>rd</sup>, 2024
  - CVT Club meeting will take place afterwards
- The team reviewed stewardship report given to the foundation.

Meeting adjourned 9:29 AM