

Role of Dementia Committees at the VISN and Site Level



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COS Edward Hines, Jr. Hospital

Chair VISN 12 Dementia Committee

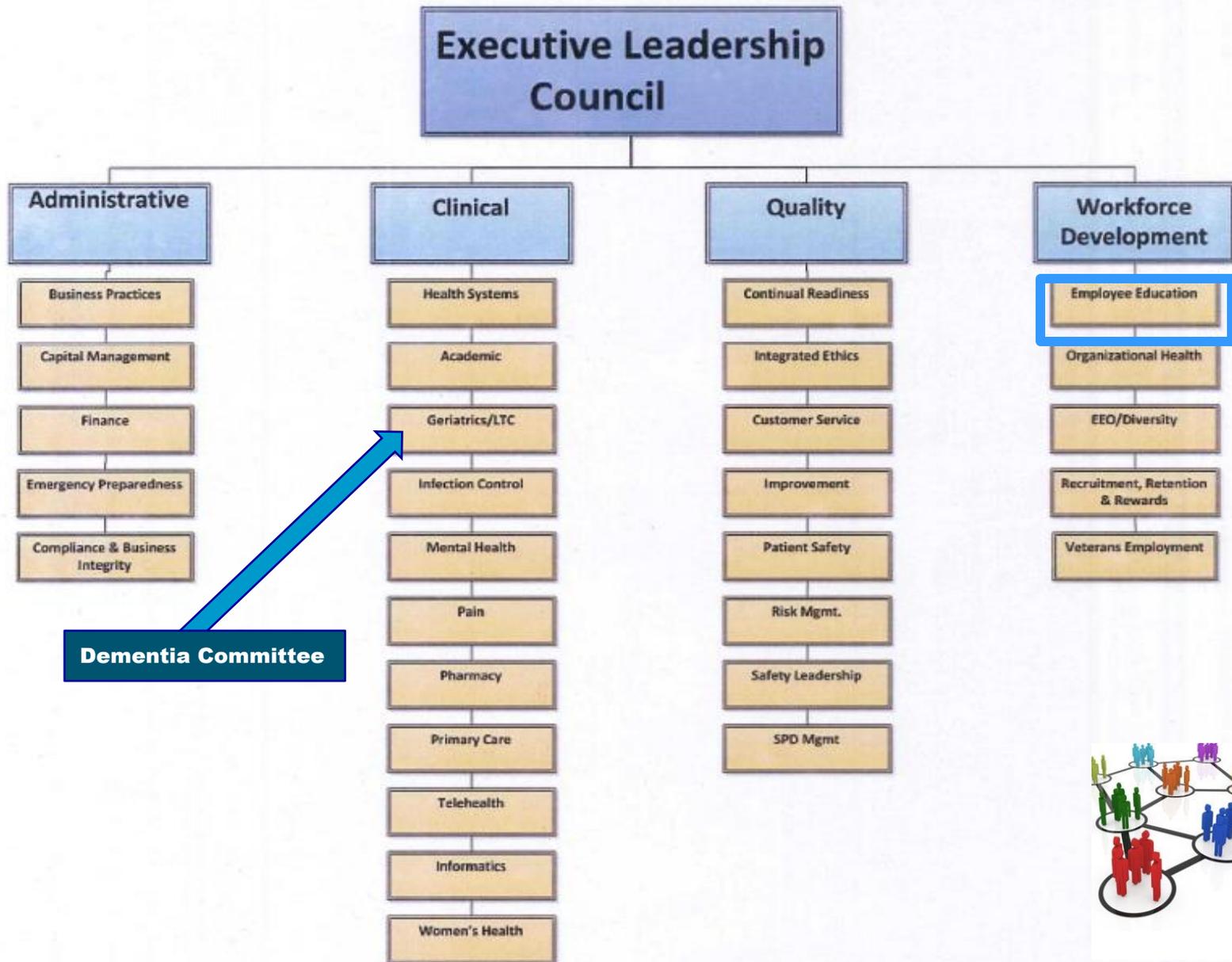


VA | Defining
HEALTH | **EXCELLENCE**
CARE | in the 21st Century

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Know Your VISN Network

Organization of VISN (Network)



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Your Charter/Mission

VISN 12 Dementia Committee Charter

- Purpose/Mission
- Processes
- Relationship to other Committees and councils
- Communications
- Decision Making
- Agenda
- Membership
- Meetings



VISN 12 Dementia Committee Charter

Dementia Committee Purpose:

- Provide leadership on issues of dementia care and function as a **resource to Health Systems Committee and Executive Leadership Committee**.
- **Recommend priorities** and **coordinate efforts** to implement recommendations from the September 2008 VHA Dementia Steering Committee report.
- Provide **links between the facility dementia committees**, the VISN leadership and the VHA Dementia Steering committee in the VA Central Office.
- Review status of **dementia programs** and care within the VISN and **recommend action plans** as indicated.
- Apprise the VISN of **national dementia initiatives**.
- Provide coordination of dementia care with the individual facility committees to **ensure uniformity** of services based on VHA and VISH priorities.

Dementia Committee Membership:

- **Chair:** To be appointed by the VISN office. The committee chair is designated as a voting member.
- **Voting members:** One representative to be recommended by each VISN 12 Medical Center Director.
- **Resource Member:** VISN 12 Geriatrics and Extended Care Lead and others as needed.
- **Administrative Support:** To be determined (TBD).

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Put Your Reports on the Leadership Meeting Agenda

Some Examples

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Clear Minutes

Clear Minutes

- Content: Be Specific!
 - Attendance-
 - Javan-have 2 people and designated
 - Goals
 - Roles (Who Carries them Out)
 - Timelines
- Importance of this Record
 - Decisions Clear and Promote Consistency
 - Voting is a Record of Consensus

VISN 12 Dementia Committee Meeting August 13, 2012

Guests		
Khin Zaw, ACOS Hines Geriatrics & Care	X	

1. **Call to order:** Dr. Jack Bulmash, VISN Chair, called the meeting to order at 1:30 pm. Stated fiscal disclaimer.
2. **Approval of June 22, 2012 Minutes.**
3. **Announcements:**
4. **Old Business/Follow-up**

Date First Identified	Topic	Discussion	Conclusions/Recommendations/Action	Responsibility	Follow-up Date/Status
8/13/12	Clinical Inventory	Dr. Steven Barczi has only received information from Dr. Alison Byrne (Milwaukee).	Dr. Jack Bulmash suggests we reintegrate this process after the October Education Meeting. He will mention a few things about this at the meeting.	All Members Dr. Barczi Dr. Bulmash	Next Meeting
8/13/12	E-Consultation	Could be a long term plan or major project to get up and running for FY13.	Dr. Bulmash checked the status with Dr. Brian Hertz, the local Informatics person, and it hasn't moved forward since the last time discussed. Dr. Bulmash will assign 1 or 2 people locally to work on this.	All Members Dr. Bulmash	Next Meeting
8/13/12	Membership Lists	Barbara Schueren received lists from Dr. Byrne (Milwaukee) and Kavita Palla (Hines).	Members send the names of all your Dementia Committee members to Dr. Bulmash and Barbara Schueren. A list will be compiled and sent out to the group.	All Members B. Schueren	Next Meeting
8/13/12	2012 Education Meeting	Date is October 4 th . Planning and formalizing. Reviewing tentative schedule. • Dr. Imam (Hines) will present dementia care template review with update.	Members disseminate the final program agenda to Primary Care and Geriatric Departments within your own hospitals.	All Members Dr. Byrne Dr. Bulmash	Next Meeting



Yearly Reports

Summary

- Know your VISN/Network
- Your Charter/Mission guides and organizes activities
- Involve Colleagues in Education
- Have regular reports to leadership: Be on their regular meeting agenda (e.g. every 6 months)
- Clear minutes
 - Content: attendance, specific goals, roles, timelines
 - Provide record of decisions and consensus
 - Reports to leadership are in their minutes as well
- Generate Yearly reports