

## **Governance**

The CSL is the result of a collaboration among the College of Nursing and Health Sciences (CNHS), College of Medicine (LCOM) and the University of Vermont Medical Center (UVMMC). On April 1, 2011 Fletcher Allen Health Care, Inc., (now University of Vermont Medical Center) a Vermont non-profit and the University of Vermont and State Agricultural College entered into a Memorandum of Understanding (MOU) to establish the guiding principles for the operation of the Simulation Lab, and to memorialize each party's joint responsibility for the ongoing governance. Prior to this date, each entity operated their own simulation programs. The UVMMC and UVM, through joint resources and federally-supported grant funding, provided support for building the CSL to simulate patient care experiences in order to provide competency-based instruction and ongoing training to Vermont healthcare professionals.

The CSL encompasses space at UVM and at UVMMC:

- The UVM Rowell Building is home of the College of Nursing and Health Sciences and houses the CSL Inpatient Lab, Task Training Room, Virtual Reality Room, Debriefing Rooms and administrative office suite.
- The UVM Given Building is home of the College of Medicine and houses the CSL Outpatient Lab.
- The UVM Medical Center's McClure Building houses an in-situ simulated patient room with an observation room and a conference room.
- The CSL also has an ambulance modified for simulation.

The MOU established the operating principles based on the parties shared goal for the CSL to be recognized as the preeminent center in Vermont for healthcare professionals of all levels to learn and practice patient care skills in a safe environment in order to enhance patient safety, healthcare delivery, clinical outcomes and the education of the healthcare practitioners of the future.

- Contemporary healthcare requires competency-based instruction that often relies on simulated experiences to prepare learners for patient care. To enhance healthcare, education, and patient safety the CSL will:
- Use well-founded simulation principles to enable trainees to achieve and maintain clinical skills and competencies
- Enhance the role of the individual member of the clinical care team to augment patient safety and improve patient care
- Measure and report improvement in clinical performance as a result of simulation encounters.

The MOU defined the responsibilities of each entity as follows:

UVMMC shall be responsible for:

- Maintenance of simulation space in the McClure building, as well as maintenance of any other later developed simulation space on the UVMMC campus.
- Provision of garage space for the simulation ambulance.
- Provision of vehicle and driver insurance for the simulation ambulance.
- Collaboration with UVM on co-branding and public Communication including the Development of an internet presence for the Simulation Lab and co-sponsored events.
- Such other financial Commitments and responsibilities – as are agreed to by the parties in accordance with the annual budget and administration of the CSL.

UVM shall be responsible for:

- Maintenance of simulation space in the Rowell and given buildings, as well as maintenance of any other later developed simulation space on the UVM campus.
- Provision of maintenance and upkeep of the simulation ambulance and the simulation equipment.
- Collaboration with the UVMMC on the development of an internet presence for the Simulation Lab, co-sponsored events and Communication.
- Such other financial Commitments and responsibilities as are agreed to by the Parties in accordance with the annual budget and administration of the CSL.

### Governance Board

The CSL is jointly governed and administered through a three-person governance board composed of:

- UVMMC President and CEO, or their designee
- Dean of UVM LCOM, or their designee, and
- Dean of UVM CNHS, or their designee

Meets once at least once a year. May meet more often as needed or requested.

The Governance Board shall not take any action without the unanimous consent of each of its members, and shall be charged with carrying out the following:

- Appointment of a Director of Clinical Simulation and a Director of Simulation Education and Operations who shall serve at the pleasure of the Governance Board and who shall be responsible for overseeing the operations of the Simulation Lab. Both Directors of the Simulation Lab shall report to the UVM LCOM Senior Associate Dean for Medical Education for assistance on day-to-day operational matters. The Director of Clinical Simulation shall report to the Governance Board for all other matters.

- Consultation on appropriate personnel from UVMCC and UVM who shall assist the CSL by providing administrative support, information technology support, medical equipment support, clinical support, and faculty expertise.
- The Directors meet quarterly with the Governance Board to:
  - Hear updates on activities
  - Respond to challenges faced by CSL
  - Review of quarterly usage reports.
  - Review of strategic plan.
  - Review of the annual budget and end-of-year financial reports.

#### The CSL Advisory Committee

The CSL Advisory Committee is comprised of key representatives from each of the entities above. The Advisory Committee's mission is to help plan, offer advice, suggest and problem solve with the Clinical Director and the Director of Simulation Education and Operations. Meets quarterly or more often as needed or requested.

#### The CSL Operations Team

The CSL Operations Team is comprised of super users. The job of the CSL Ops team is to provide feedback and problem solving on day to day operations. The team meets monthly during the academic calendar from September to May.