

**Minutes of the Health Care Technical Group (HCTG) Business Meeting
(September 29, 2010 -3:00 to 4:00 pm)**

- The TG Program Chair (Stephanie Guerlain) welcomed everyone and reported that the HCTG Chair (Ayse Gurses) was not able to be at the meeting because she just welcomed a new baby into her family!
- The TG members introduced themselves
- Stephanie Guerlain introduced the current TG officers:
 - Chair: Ayse P. Gurses;
 - Program Chair: Stephanie Guerlain;
 - Webmaster: Adam Shames;
 - Newsletter editor: Jenna Marquard
- Congratulations to Michelle Raduma-Tomàs, Rhona Flin, Steven Yule (all of the University of Aberdeen), and Steven Close (Aberdeen Royal Infirmary) whose paper titled "Doctors' Handovers in an Acute Medical Assessment Unit: A Hierarchical Task Analysis" was selected as the winner of the HFES Health Care TG Best Student Paper Award.
- Honorable mention goes to the runner-up paper titled "Patient Transport Cards Support Formal and Informal Coordination in a Hospital Department," by Tania Xiao and Penelope Sanderson, both of The University of Queensland, and Meech Lee (formerly of Princess Alexandra Hospital).
- The selection committee (Ayse Gurses, Johns Hopkins University, Plinio Morita, University of Waterloo, and Richard Cook, University of Chicago) said that the winning paper was selected because of its "detailed and more realistic description of the handover process (compared to most of the existing literature on this topic) that emphasizes the complexity of the handover and 'the one standardized solution does not fit all' approach." Both papers had excellent methodology, with findings supported by data, and attention to details. The six top-rated HCTG student papers (out of twelve that were accepted as lectures to the conference) were anonymously reviewed by the selection committee and evaluated for originality, impact, methodology and writing.
- The TG budget was increased from \$8,654.67 (1/2010) to \$9,426.67. The TG spent \$700 in 2010; \$300 for the student paper competition and approximately \$400 for the HCTG/PDTG networking event. The number of TG members increased by 66 members to 573 members. The HCTG is the 3rd largest TG in HFES with respect to membership.
- Stephanie Guerlain reported that the networking event between the Health Care TG and Product Design TG was successful
- The 2010 HCTG program included a total of 13 sessions and 9 poster presentations.
- Members discussed ideas for conference sessions for next year, including inviting a guest speaker who would present for a full 1.5 hour session, having a session or panel addressing FDA regulations, and a session or panel on meaningful use of EHRs/PHRs.
- Members announced a variety of academic and practitioner-oriented position openings. Adam Shames will post the opportunities on the TG website.
- Bob North announced that ANSI/AAMI published HE75:2009, "Human Factors Engineering—Design of Medical Devices". Ed Israelski and Matt Weinger were the co-chairs and other TG members contributed to the document. There will also be an AAMI workshop on HF device design.

- Jacob Seagull announced that there may be a mid-winter medical human factors conference in 2012 in Chicago. HFES may partner with other institutions to bring in outside collaborators. Members noted that the meeting should not detract from the annual meeting, and discussed the idea of instead having human factors tracks in other conferences.
- Matt Weinger, Human Factors associate editor for healthcare, noted that there have been only 6 healthcare submissions to-date in 2010. He encouraged more submissions, noting that the turnaround time is fairly short.
- Sue Bogner is editing a book on Patient Safety and Human Error
- 'Safer Surgery: Analysing Behaviour in the Operating Theatre', edited by Rhona Flin and Lucy Mitchell, was awarded the British Medical Association Book of the Year, Surgery category.
- Stephanie Guerlain thanked all of the TG members for coming to the meeting and dismissed the members