

June 10, 2012

Minutes of the Podunk City Study Club Advisory Planning Committee

May 2012

1. The meeting was held at Dr. Ken Stewart's office on 24 May, 2012, and called to order at 5:30 PM by the chair, Dr. Stewart.

2. **Attendance:** The following members were present: Dr. Rodney Phoenix, Dr. David Cagna, Dr. Charles DeFreest.

3. **Minutes** of the previous minutes were distributed by email on 25 June. Everyone acknowledged they had a chance to read them. They were accepted with the following modification: Dr. Cagna noted that he had been present but was not listed in the attendance. Minutes accepted as amended.

4. Old Business:

a. Needs assessment. Dr. DeFreest submitted his report on how to improve our club's needs assessment for planning future programs. He contacted several large study clubs in Atlanta and got copies of the surveys they send their members annually and was able to speak with three other planning committee chairs of established clubs for ideas of how to use a broad range of tools to determine how to best determine the professional needs and interests of future audiences. Dr. DeFreest proposes:

- **Written Survey.** Instead of just sending out an open email invitation for ideas (not many ever come in!) we should craft a written survey with specific topics and ask people to rate their level of interest. We can also leave space for open-ended questions. This would be done annually. His proposed survey is submitted as **Attachment 1: Needs Assessment**.
- **Verbal feedback.** Suggested inviting a cross section (by age, type of practice) of the membership to be an informal one-time focus group. Dr. DeFreest has noted that specialty websites have **consensus statements** (Endo's Colleagues for Excellence, Surgery, Perio, and Pediatric dentistry all have a number of interesting ones) that can serve as starting points for discussion. This would be an annual event.
- **Regulatory/certification requirements.** One of the members of the board will need to monitor both the OSHA reports and the CDC bulletins to see what new requirements will need to be shared with the members.

After discussion, it was agreed that these were all reasonable steps and would be put into place.

Further, Dr. Cagna polled the group and found that among the members of the group; most of the major **peer-reviewed journals** are read monthly. We agreed that every three months, the planning committee would share via email the articles they thought most worthy of consideration by the group in their assigned journal.

Action Items: Dr. DeFreest will write a proposal survey based on his research and suggest a list of members of the focus group by our next meeting. He will also approach Dr. Smothers, who has an interest in OSHA and CDC bulletins to ask him to formally monitor these reports for items of interest to the membership as a formal quarterly report.

b. February Meeting Course evaluations. Dr. Phoenix, the Program Chair for the February meeting, reviewed the course evaluation summary. He found that, as with many of our recent topics, many members felt that the subject (“Complex Treatment Planning with Implants”) was interesting but not really relevant to their practice in the current economy. Discussion centered on the fact that perhaps the schedule had become too top-heavy with specialists, and that this needs to be tested with the focus group discussed. Additionally, as has been noted in other meetings, many people had trouble hearing the speaker, so we will need to make better arrangements for audio next time we meet in the Ramada venue.

Action item: Dr. Phoenix will confirm that the Ramada is willing to improve the equipment or he will find another venue by our next meeting.

5. New Business:

1. **November Meeting.** We have confirmed the date with Dr. Thomas Schneid, who has sent the **Learning Objectives** from his proposed talk. There was much discussion on these. We decided to ask him to spend most of his time on the topic of Implant Assisted RPD’s and skip the Learning Objective on Occlusal Relationships since we had a speaker on that just a few months ago.

Action Item: Dr. Stewart will contact Dr. Schneid and work with him to develop a final program plan.

2. **December Meeting.** Based on the feedback, it was decided to choose a speaker on Operative Dentistry and Dr. Phoenix had recently read an article in a peer-reviewed journal on whether or not all caries needs to be removed that he thought many would find controversial. He had contacted our local dental school and asked if one of the faculty members could speak on this topic and they suggested Dr. Tom Hilton, who has published extensively on the topic.

Action item: Dr. Phoenix will contact Dr. Hilton and see if he would be available to speak.

6. The meeting adjourned at 7:00 PM. The next meeting will be on 12 June 12 at 5:30 at Dr. Stewart’s office.

**Podunk City Dental Study Club
Needs Assessment**

We appreciate your involvement with our continuing education courses and would like to hear from you. Please complete this questionnaire to let us know of your continuing education needs.

First, tell us a little be about who you are:

AGD Dentist Non-AGD Dentist Hygienist Dental Assistant Office Staff Other _____

How often do you attend continuing education courses every year?

<15 hours 16-30 hours 31-45 hours 46-60 hours >60 hours

How do each of these factor into your selection of continuing education providers?

	Very important	Somewhat important	Not very interested	Not at all important
Cost				
Location - Please note any thoughts- Local vs Resort? Family vs All-business?				
Subject area (more on specifics later...)				
Instructor - Do you look for name or qualification?				
Instructional Methods (Lecture vs self-instruction vs participation)				

Please check your preferred methods of instruction:

<input type="checkbox"/> Lecture	<input type="checkbox"/> Lunch and Learn	<input type="checkbox"/> Self-instructional
<input type="checkbox"/> In-office participation	<input type="checkbox"/> Dinner meeting	If you like self-instructional materials, which of these are your preferred vehicles? Check all that apply; feel free to make comments: <input type="checkbox"/> Online <input type="checkbox"/> Video or CD <input type="checkbox"/> Reading articles
<input type="checkbox"/> Weekend meeting	<input type="checkbox"/> Other:	

Please indicate your level of interest in these subjects, and add any comments about what interests you particularly:

Topic	Very interested- note specifics	Somewhat interested	Not very interested	Not at all interested
Oral Med/Oral Path				
Direct Restorative				
Endodontics				
Periodontics				
Orthodontics				
Oral Surgery				
Occlusion				
Prosthodontics				
Esthetics				
Pediatric Dentistry				

We'd love to hear any suggestions for future courses:

Thank you so much for taking the time to respond!