

**TBI Integration Project
Data Analysis Working Group Meeting
CHEO, April 5, 2002**

Attendance: Lead: Dorothyann Curran, Lloyd Cowin, Beverley Leeks, Shawn Marshall, Sue Balmer

Decisions and recommendations made to ensure compilation of appropriate information for both the Ministry assessments and for our own assessments.

Agenda Item	Decisions/Recommendations	Action
Website	<ul style="list-style-type: none"> • Tracking hits on specific pages is required; counter on RNOC home page, TBI project home page and each page within the TBI project section (all pages listed on the left hand side). 	Beverley
	<ul style="list-style-type: none"> • A disclaimer needs to be created to tell people that we are going to track them via 'cookies' so that we can send them an electronic survey near the end of the project. This disclaimer will go on the TBI project page. 	Sue and Dorothyann
	<ul style="list-style-type: none"> • For website service provider logins – include question for rural/ urban/ both <ul style="list-style-type: none"> - include question for French/ English/ both - frequency of reporting will be monthly 	Dorothyann
	<ul style="list-style-type: none"> • The website feedback form should be user-tested with clients to see if it is appropriately worded. The Robin Easey Centre has a standing consumer group that would be ideal for this task. Only 3 or 4 persons are required for this. 	Lloyd
Clinical Coordinator Use	<ul style="list-style-type: none"> • Need to differentiate client, caregiver, service provider in any contacts • Need to differentiate urban/ rural, French/ English • Need to differentiate comment, complaint, compliment • Elly should ask if they have visited the website (keep track of those who have & haven't) • Establish and record if the contact is 'project startup' related (e.g. trying to register, never tried to access website before) 	Dorothyann

	<ul style="list-style-type: none"> • Establish and record if contact is related to the forms, the website or is a general project inquiry 	
Performance Measurement	<ul style="list-style-type: none"> • Look into linking an online brain injury journal to the Health Professional section of the TBI project (first choice of Dr. Marshall is 'Brain Injury'). This will encourage health professionals to use the website more often and bookmark it. If possible, 2 or 3 journals would be subscribed to depending on project money to do so. 	Dorothyann
	<ul style="list-style-type: none"> • Adjustments were made to the wording of some of the performance measurement questions developed in the fall. Following are the new questions we would like to address in the final survey; <ol style="list-style-type: none"> 1) Do you have a higher level of knowledge regarding the existence of relevant assessments for TBI clients that you see? 2) Has the efficiency, clarity, speed of receiving relevant information improved 3) If there is a way of determining if clients were told how long a consultation would take to get and how long they ended up waiting to get it. 	
Final Ideas	<ul style="list-style-type: none"> • We need to distinguish people who took any of the training courses (e.g. from Mock Trial, training in education sessions offered by Elly) vs. those who did not. • Find a link to clinical indicators on the OHA website and get a link hooked up so we can offer Evidence based guidelines to people, maybe not be able to track it though. • Tracking of website info and clinical coordinator use should be made available in the form of monthly reports. 	Sue and Dorothyann